



**Longley Park**

**SIXTH FORM ACADEMY**

Creating Excellence Together,  
through a culture of care

# Job Description and Person Specification

## Teacher of Humanities



**BRIGANTIA**  
LEARNING TRUST

Creating Excellence Together,  
through a culture of care



## Introduction from the Executive Principal

Welcome to Longley Park Sixth Form Academy,

Thank you for considering joining our Longley Park Sixth Form Academy team within Brigantia Learning Trust and applying for the role of Teacher of Humanities. As a Sixth Form, we are all about providing an amazing place for 16–19 year-olds to study and this role provides an opportunity to work with people who share your passion and will provide you with the opportunity to develop new skills and contribute to an ambitious, caring and vibrant community.

I am excited to be able to offer this opportunity to join our team at Longley Park Sixth Form Academy. You will be joining a team of staff dedicated to improving the life chances of young people by providing the best environment in which they can flourish academically and personally.

Longley Park Sixth Form Academy is situated in the North East of Sheffield. We draw from a diverse community around us. Sheffield is an emerging powerhouse city of the north. Staff and students model and celebrate our diversity very well. Students from a wide range of cultures behave well, work diligently together and respect the views of others.

Our community of 1,100 students study a wide range of courses from ESOL to Level 3 Applied Generals and A Levels. Our students go on to some excellent destinations. In 2018, Ofsted rated the Sixth Form as 'good' stating "staff and students value the rich diversity of the Sixth Form population. They work harmoniously with each other in an atmosphere of respect and tolerance. Students learn, develop and put into practice British values during their time at Sixth Form". We welcomed the comments around leadership and management affirming that "leaders, managers and governors have high expectations of staff and students."

Core to our values are inclusivity and robust support in a culture of care. We are passionate about making sure that students who would not otherwise have access to academic and vocational courses can study and be successful. At Longley Park Sixth Form, we strive to be a diverse and inclusive organisation where we can all be ourselves. We particularly encourage applications from people who identify as Black, Asian or from a Minority Ethnic background and/or from people experienced in working in communities of diversity.

Our expectations are high and we are committed to staff development and providing opportunities to further your career, both at the Sixth Form and within the Trust. If you want a role that will be challenging, fulfilling and developmental, this could be it.



Jamie Davies  
Executive Principal

For more information or a confidential conversation about the role, please contact Matthew Fieldsend on [MFieldsend@brigantiatrust.net](mailto:MFieldsend@brigantiatrust.net).

## Longley Park Sixth Form

### Vision and Strategic Objectives

#### Our Vision

Challenging all students to make more progress than they ever thought themselves capable.

#### Our Strategic Objectives

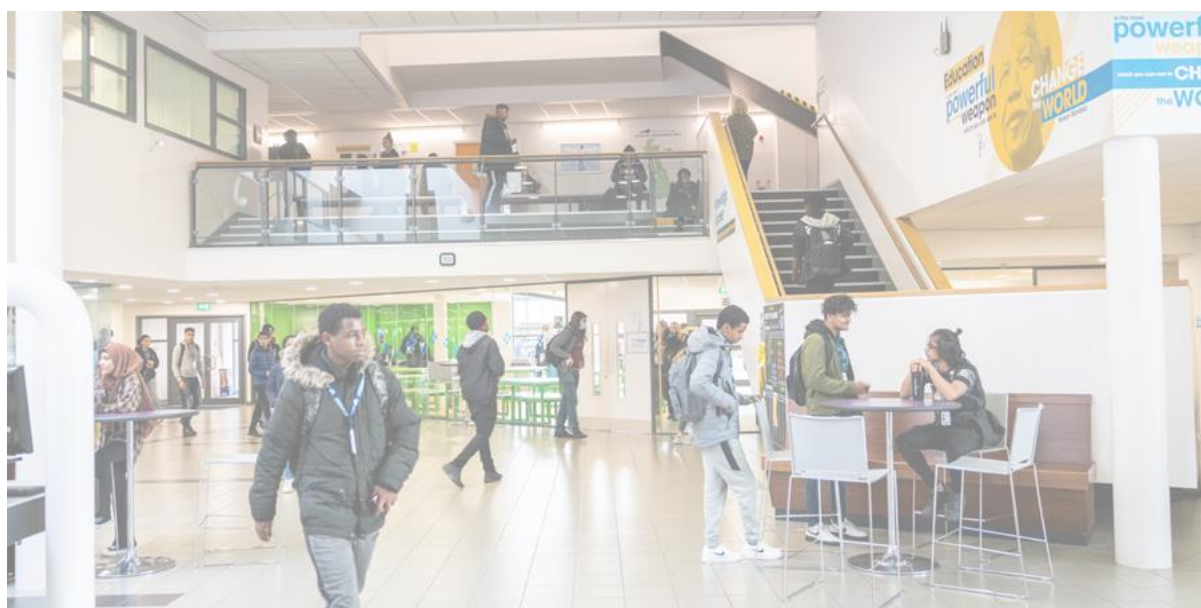
1. Ensure excellent outcomes by delivering an exceptional teaching experience – a community of learning and professional development
2. Provide robust support for students within a culture of care, so they feel safe, can achieve and are prepared for their next steps
3. Sustain student recruitment by providing an engaging and efficient provision that meets the aspirational needs of the local community and beyond

Through all of this, ensure staff and student wellbeing.

Longley Park Sixth Form is an exciting mix of ideas, beliefs, cultures and languages - a place where young people are able to develop confidence in themselves, aspire and achieve.

At Longley Park we recognise the importance of choice and believe that a student's study programme should be designed around their abilities and aspirations. We are committed to providing a well-balanced and challenging curriculum for all students, both inside and outside of the classroom. We have courses for students joining us from a variety of different starting points.

From excellent academic support to a wide range of work experience and enrichment opportunities, there are so many ways for young people to develop thier character and skills with Longley Park Sixth Form.



## Welcome to the Brigantia Learning Trust

An inclusive multiphase journey at the heart of our community

Across the Trust, we pride ourselves on our close-knit community, where we value every pupil and student as an individual, enabling us to drive their ambition, inspire their passions and teach innovatively and passionately, creating leaders within a rapidly changing world. We also know that the bedrock of any academy is the quality and stability of the staff team. We care about staff wellbeing and are committed to attracting, developing, retaining and promoting them within our Trust.

Our core vision is to change life chances and secure social mobility and justice for young people in our community through a culture of care. We are dedicated to Creating Excellence Together and these words have been carefully chosen to reflect our commitment to continuous improvement and working together in partnership.

We create opportunities and enrichment within and beyond the classroom, so that every pupil and student is provided with a platform from which to succeed. We achieve this through:

- A strong and shared moral purpose that underpins our work
- A vision that is coherent and a logical step for education in the area.
- Effectiveness rooted in an understanding of the complex local context.
- Leadership that is immensely strong, ambitious and committed.
- A clear operating model for partnership that focuses upon school improvement.
- A proven track record of success including the transformation of vulnerable schools.
- Immense staff capacity and expertise to drive improvement.



**Mike Westerdale**  
Chief Executive Officer

Within the Trust, our academies have continued to grow as centres of excellence; drawing upon a collective pool of expertise and resource. Our staff and Trustees work collaboratively to deliver the very best in traditional education with a forward-thinking approach, ensuring that every child and young adult in our care is prepared and well-equipped for the demands of a global and everchanging society.

As pioneers of 2-19 education within Sheffield, we believe our offer truly sets us apart. Through orchestrated efficiency, development and innovation, every child and young adult benefits from a truly unique and bespoke approach to education at Brigantia Learning Trust. From their passions and personalities to their learning styles and ambitions, everything is taken into account to ensure a smooth and seamless transition throughout all the phases of their academy life and beyond.

Our strong leadership teams are ambitious and dedicated to driving improvement and securing the very best outcomes in each of our academies, through a commitment to excellence and unwavering values.

As we continue to improve, grow and develop we are motivated to find the right talent for our academies and our young people. This is an exciting opportunity within our organisation and we invite you to be part of creating an engine of community cohesion, aspiration, achievement, success and social mobility for every young person we serve.

**Mike Westerdale**, CEO Brigantia Learning Trust.

## Longley Park Sixth Form

### A member of Brigantia Learning Trust

# JOB DESCRIPTION AND PERSON SPECIFICATION

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

|                           |   |
|---------------------------|---|
| <b>POST TITLE</b>         | Teacher of Humanities   |
| <b>GRADE</b>              | NSP 1 – 9 £30,500 - £47,133   |
| <b>RESPONSIBLE TO</b>     | Curriculum Leader – Arts and Humanities   |
| <b>BASE</b>               | Longley Park Sixth Form, Sheffield  |
| <b>RESPONSIBLE FOR</b>    | Delivery of well planned, stimulating and relevant teaching which meets the needs of students taking into account the range of ability and prior achievement of students within a class and individual needs of students. |
| <b>EMPLOYMENT DUTIES</b>  | To be performed in accordance with the provisions of the Sixth Form Teachers' Pay and Conditions Document and within the range of teachers' duties set out in that document.  |
| <b>PURPOSE OF THE JOB</b> | To provide high quality teaching and learning across a range of programmes and delivery of associated assessment, administration and support for learning.  |

## **MAIN DUTIES AND RESPONSIBILITIES**

### **1. Teaching**

- 1.1 Delivery of well planned, stimulating and relevant teaching which meets the needs of students taking into account the range of ability and prior achievement of students within a class and individual needs of students.
- 1.2 Use of a range of assessment strategies which incorporate processes to ensure that effectively learning has taken place including regular marking, feedback and assessment of work both for external accreditation and as an integral part of the teaching and learning process.
- 1.3 Development, preparation and implementation of Schemes of Work for courses being delivered
- 1.4 Fully adhere to the Sixth Forms assessment policies and procedures
- 1.5 Production and monitoring of progress reports, references and student target documentation for teaching groups
- 1.6 Liaise with the appropriate Academic Tutor and learning support team as and when appropriate.
- 1.7 Make effective use of resources and learning technology including using the Sixth Form VLE appropriate to the subject matter being taught.
- 1.8 Create a purposeful and positive teaching environment, sensitive to individual needs of the students.
- 1.9 Teach according to curriculum requirements as required by your timetable.
- 1.10 Willingness to teach across a wide range of programmes and levels for students aged 16 – 19.

### **2. Curriculum Development**

- 2.1 Contribute to Curriculum development within your team
- 2.2 Contribute to enrichment programmes and activities across the Sixth Form.

### 3 Quality Assurance

- 3.1 Seek to improve standards
- 3.2 Demonstrate that students achieve well in relation to the students prior attainment
- 3.3 Achieve excellent levels of student retention within your teaching specialism
- 3.4 Ensure Student absence and punctuality is monitored
- 3.5 Participation in Self-Assessment, Course Review, Inspection and Planning processes for all courses taught.
- 3.6 Participation in Sixth Form arrangements for appraisal and performance management.
- 3.7 Attend relevant meetings as required within your team.

### 4. Staffing

- 4.1 Involvement in arrangements for supporting new members of staff, spreading good practice and training colleagues as required
- 4.2 Maintenance of up-to-date professional, subject based and pedagogical knowledge to ensure effective teaching & learning

### 5. Students

- 5.1 **Safeguarding** – Commit to safeguarding and protecting the welfare of children and young people by ensuring effective implementation of the Child Protection and Safeguarding Policy and Procedures. Also working with the Student Services department and Sixth Form Leadership team to ensure the Safeguarding Policy is adhered to.
- 5.2 **Safeguarding** – Attend any training and development in relation to Safeguarding.
- 5.3 Take responsibility for promoting good standards of student behaviour and conduct both within lessons and wider Sixth Form
- 5.4 Implement and monitor breaches of the Student Disciplinary Policy
- 5.5 Ensure the Behaviour for Learning Policy is adhered to.
- 5.6 Alerting your line manager of any concerns regarding student behaviour.
- 5.7 Working collaboratively with the relevant Curriculum Leader, Student Achievement team and Learning Support Team to ensure all students receive the support they need to achieve their potential.

## **6. Equality and Diversity**

- 6.1 Create a purposeful, positive, supportive and inclusive teaching environment, sensitive to equality and diversity.
- 6.2 Awareness of individual student needs, ensuring reasonable adjustments where appropriate

## **7. Management information and Administration**

- 7.1 Ensure up to date records of student attendance in lessons are kept and appropriate policies are adhered to regarding attendance
- 7.2 Monitoring and implementation of any causes for concerns using the Sixth Form's student database system.
- 7.3 Keep accurate records of set work, marks obtained and student concerns and commendations using the Sixth Form's student database system.

## **8. Marketing and Liaison**

- 8.1 Involvement in the promotion, marketing and recruitment activities of the Sixth Form
- 8.2 Delivery of course and cross-Sixth Form enrolment and induction activity.

## **9. Other**

- 9.1 Contribute to achieving the Sixth Forms vision, mission and strategic objectives.
- 9.2 Adhere to and support the Sixth Forms values in all aspects of your work
- 9.3 Follow Sixth Form policy with respect to Health and Safety in all aspects of you work
- 9.4 Undertake regular appraisal in line with the Sixth Forms appraisal policy, including observations and professional development, including training as required both external and internal in order to maintain up to date knowledge of legislation and best practice.
- 9.5 The post holder will show an awareness of and compliance with all Sixth Form policies and procedures, in particular, Health and Safety, Equal Opportunities and Safeguarding.
- 9.6 Attendance at open events and Sixth Form information evenings in line with your contract of employment.
- 9.7 Attendance at team meetings and whole staff briefings when required.
- 9.8 Undertake any reasonable task at the request of the Principal or member of the Leadership team and your Curriculum Leader.

March 2024



## PERSON SPECIFICATION

| <b>Method of Assessment</b><br><br>The table indicates the method by which the skills/knowledge/level of competence in each area will be assessed. <b>Shortlisted candidates will be recruited via interview only.</b> | Essential | Desirable | Application Form | Interview | Teaching Observation | References |
|--|-----------|-----------|------------------|-----------|----------------------|------------|
| <b>Qualifications</b>  |           |           |                  |           |                      |            |
| Appropriate teaching qualification   | X         |           | X                |           |                      |            |
| Relevant higher education qualification  | X         |           | X                |           |                      |            |
| Evidence of continuing professional development  | X         |           | X                |           |                      |            |
| <b>Knowledge and Experience</b>  |           |           |                  |           |                      |            |
| Successful teaching experience within the Post 16 education sector   |           |           | X                | X         |                      |            |
| Experience of setting and achieving high personal standards in the delivery of teaching  |           | X         | X                | X         |                      |            |

| <b>Method of Assessment</b><br><br>The table indicates the method by which the skills/knowledge/level of competence in each area will be assessed. <b>Shortlisted candidates will be recruited via interview only.</b> | Essential | Desirable | Application Form | Interview | Teaching Observation | References |
|--|-----------|-----------|------------------|-----------|----------------------|------------|
| Evidence of successful teaching with retention and achievement rates above relevant benchmarks   |           | X         |                  |           |                      |            |
| An ability to plan and deliver effective lessons   | X         |           | X                | X         | X                    | X          |
| A creative and innovative approach to the development of teaching and learning   | X         |           | X                | X         | X                    | X          |
| An ability to contribute to teaching on a range of courses within the subject specialism at various levels   | X         |           | X                | X         |                      | X          |
| An understanding of issues relating to teaching and learning in the further education sector   |           | X         | X                | X         |                      |            |
| Understanding of student support and progression issues in a post-16 context   |           | X         | X                | X         |                      |            |
| A knowledge of self-assessment and quality assurance processes   | X         |           | X                | X         |                      | X          |
| Demonstrate an ability to undertake administrative tasks in relation to the role   | X         |           | X                | X         |                      | X          |
| High level of subject knowledge and ability to develop this in new areas   | X         |           | X                | X         | X                    | X          |
| Experience of university applications process  |           | X         | X                | X         |                      |            |
| Ability to offer a second subject outside that specified within the details of this post   |           | X         | X                | X         |                      |            |
| <b>Technical Skills/Abilities</b>  |           |           |                  |           |                      |            |
| IT literacy – MS Office, especially MS Word, Excel and PowerPoint, MS Outlook  | X         |           | X                | X         | X                    | X          |
| <b>Personal Qualities</b>  |           |           | X                | X         |                      |            |
| Good organisational skills   | X         |           | X                | X         | X                    | X          |
| Commitment to education and the value of learning  | X         |           | X                | X         | X                    | X          |
| Self-motivated   | X         |           | X                | X         | X                    | X          |
| Ability to work well as an individual and as a member of a team  | X         |           | X                | X         |                      | X          |
| Creativity, independence and initiative  | X         |           | X                | X         | X                    | X          |

| <b>Method of Assessment</b><br><br>The table indicates the method by which the skills/knowledge/level of competence in each area will be assessed. <b>Shortlisted candidates will be recruited via interview only.</b> | Essential | Desirable | Application Form | Interview | Teaching Observation | References |
|--|-----------|-----------|------------------|-----------|----------------------|------------|
| Enthusiasm for the sixth form Sixth Form ethos and environment including commitment to Key Skills, Enrichment and Tutorial   | X         |           | X                | X         | X                    | X          |
| Ability to motivate and inspire young people in the subject(s) to be taught  | X         |           | X                | X         | X                    | X          |
| Excellent communication and interpersonal skills   | X         |           | X                | X         | X                    | X          |
| Commitment to Equal opportunities and awareness of the needs and sensitivities of students from a range of cultural backgrounds and/or disabilities  | X         |           | X                | X         | X                    | X          |
| Commitment to the Safeguarding and welfare of children and young people  | X         |           | X                | X         |                      | X          |
| Up to date knowledge with regards to safeguarding agenda   | X         |           | X                | X         |                      | X          |