



# Job Description & Person Specification for Teacher of ICT

<b>Status of Post:</b>	0.8fte – Full Time, Permanent
<b>Salary Scale:</b>	MPS + TLR3 for Leadership and Management of IT, Fixed Term until September 2023 (£2,833 pro-rata, where applicable) for a suitably qualified candidate
<b>Starting date:</b>	September 2022

## General Information

**We strive to be the “best we can be through courtesy, enterprise and endeavour”.**

With over 940 students on roll, William Brookes School is a successful school situated in the picturesque town of Much Wenlock. Approximately ten miles from the centre of Shrewsbury, the school serves a community of small villages and the bigger town of Broseley. Academic standards at the school are high and frequently among the highest in the county, thanks to highly motivated staff, children who wish to learn and parents who support them. Our high standards are maintained by caring and creating a climate of trust and mutual support between all who work in the school, ensuring all students leave with qualifications and skills needed for a successful life.

We have the privilege of being the only Coubertin School in Great Britain. We were awarded this prestigious status in 1999 when we were asked to become a founder member because of our strong links with the modern Olympics. Pierre de Coubertin, who is heralded as the creator of the modern-day Olympic Games, was inspired by a visit to Much Wenlock in 1890 as the guest of Dr William Penny Brookes. Coubertin was a French philosopher who believed in educating the whole body and mind. We value this in our present school beliefs.

The school underwent a complete rebuild in 2010 making it the only school in the Shropshire local authority to have a building fully equipped for 21<sup>st</sup> century learning, although we continually look to improve our excellent facilities and resources for learning. In 2013 we became a Single Academy Trust and in April 2021 became a member of the 3-18 Education Trust.

We also have a large Leisure Centre, swimming pool and 3G pitch, which are jointly managed and available for use by students and staff during the day. We have a strong commitment to the Performing Arts and have excellent facilities inside the Edge Arts centre for public and school performances. These include a Dance and Drama studio, a Lecture Theatre and Cinema alongside the main Performance studio.

There are opportunities for team teaching and for accommodating visiting speakers for more than one group, with a 90-seat lecture theatre available on the ground floor. All teaching spaces have good ICT resources and we have various devices available to support curriculum delivery including laptops and iPads. Subject specific resources are in plentiful supply and mainly electronic.

# Job Description

## Purpose of the Post:

To support the School's aims and maximise the achievement of all students in ICT.

## Accountable for:

Curriculum delivery and student progress and achievement within the ICT Department at all Key Stages and within the wider school, where relevant.

## Details:

We are seeking to appoint a well-qualified and dynamic teacher of ICT to cover all aspects of teaching responsibilities.

You will also cover tutorial responsibilities to a vertical tutor group of approximately 20-25 students, delivering an important core Tutorial Programme throughout the period of the contract.

William Brookes School has specialisms in Performing Arts and Maths & Computing is the home of the successful and well-established Edge Arts Centre ([www.edgeartscentre.co.uk](http://www.edgeartscentre.co.uk)) which is a real focus for the cultural life of this widespread rural part of Shropshire, with an innovative and varied programme

ICT permeates all that we do, with a mixture of interactive whiteboards and dual projection rooms. Each Learning Zone also has a range of hardware, from iPads and iPods to laptops as well as other devices that enhance the quality of lessons. We actively use our own portal as a communication and resource tool and have a real desire to build on this virtual learning platform for enhanced home access by staff, students and their parents.

## Key Responsibilities

### Curriculum:

- To teach with the ICT Department
- To work with the Subject Leader and other staff to contribute to schemes of work, helping to build opportunities for:
  - Teaching and learning
  - Assessment for learning
  - Meeting the needs of all learners
  - ICT
  - Enrichment and external links

### Learning:

- To maintain up-to-date records of student progress across all aspects of performance
- To ensure that students make good or outstanding progress in Music
- To deal effectively with behaviour, attendance and punctuality issues

### Assessment:

- To carry out the regular assessment and marking of students' work, according to the departmental and whole school assessment and marking policy
- To keep records of student attainment and progress
- To monitor student achievement against school and national data at individual student and teaching group level, and to take action to improve achievement and combat identified under achievement
- To carry out assessment and feedback

**Policy:**

- To attend relevant meetings
- To undertake any other duties as reasonably requested by the Head and/or Subject Leader

**Person Specification**

	Essential	Desirable
<b>Education:</b> <ul style="list-style-type: none"> <li>• Graduate in ICT (or equivalent)</li> <li>• PGCE Teaching qualification (or equivalent)</li> </ul>	✓ ✓	
<b>Skills &amp; Experience:</b> <ul style="list-style-type: none"> <li>• Proven academic track record (A level and degree)</li> </ul>	✓	
<b>Personal Qualities:</b> <ul style="list-style-type: none"> <li>• Committed to achieving goals</li> <li>• Committed to high achievement</li> <li>• Confident communicator</li> <li>• Strong team player</li> <li>• Flexible, resilient and tenacious</li> <li>• Organised</li> <li>• Caring</li> <li>• Creative</li> <li>• Good sense of humour</li> </ul>	✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓
<b>Knowledge and Understanding:</b> <ul style="list-style-type: none"> <li>• Understanding of National Curriculum and GCSE requirements including new specifications</li> </ul>	✓	

**The appointment will be made on consideration of the following criteria:**

The person appointed will:

- hold a good Honours degree level qualification in related disciplines
- hold Qualified Teacher Status or equivalent
- have successful experience of teaching ICT to students of all abilities in KS3, KS4 and KS5
- have the ability to play a role in the development of the subject by contributing to new initiatives successfully
- have good organisational skills and the ability to work under pressure
- have a keen interest in Information and Communication Technology and good ICT skills

The person appointed must be a good communicator and able to demonstrate a passion for the subject.

## Conditions of Service

The post is subject to the following:

- The Terms and Conditions for Teachers, as set out in the Teacher's Pay & Conditions Acts and any orders made under them
- The other terms and conditions set out in the various national collective agreements in force from time to time
- The Local Authority's and Governing Body's Rules and Conditions including any local agreement entered into with recognised trade unions
- The School's Instrument and Articles of Government
- The other conditions set out in the letter of appointment and this job specification

## The Appointment Process

Application forms are available from the school website [www.williambrookes.com](http://www.williambrookes.com). Please complete and return your application form as soon as possible, clearly noting all the experience, skills and personal qualities that you can offer which are relevant to this post.

Completed applications and supporting documentation should be emailed to [jwilkinson@williambrookes.com](mailto:jwilkinson@williambrookes.com) You may also post your application to:

Mrs Joanne Wilkinson  
Head's PA  
William Brookes School  
Farley Road, Much Wenlock  
Shropshire, TF13 6NB

### Please note:

- It is essential that all elements of the application form are completed appropriately.
- CVs will not be accepted.
- Appointments will be subject to clearance in respect of medical fitness and criminal disclosure.
- This post is exempt from the Rehabilitation of Offenders Act 1974 and as such any applicants who are appointed to this post will be subject to an Enhanced Disclosure from the Criminal Records Bureau before the appointment is confirmed. This check will include details of cautions, reprimands or warnings, as well as convictions and non-conviction information. Once provisionally appointed, the successful applicant(s) may also be required to apply for an Enhanced Disclosure at predetermined intervals during the course of their employment whilst in this post.
- William Brookes School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.