

JOB DESCRIPTION

Post Title: English Teacher
WCG Drive (14-16 Direct Entry School)

Salary Range: £34,626 - £38,922 per annum
(Lecturer Salary Scale Points 5 - 7)

Contract: Permanent / Full Time

Reference: CS12142T

PROTECTION OF CHILDREN

Any offers of appointment will be subject to a Disclosure and Barring Service (DBS) check (formerly CRB), a certificate of good conduct if applicable, plus receipt of satisfactory references, Occupational Health clearance, an understanding of safeguarding and qualifications verification. An Enhanced DBS check is required for this position as you will be working within 'Regulated Activity' within a specific place (i.e. the College).

This role is classed as working within Regulated Activity. It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children. By applying for this position, you agree to an Enhanced DBS check in line with DBS regulations.

[WCG Child Protection Procedure >](#)

ABOUT WARWICK TRIDENT COLLEGE

Warwickshire College Group (WCG) is a forward-thinking, multi-campus educational institution rooted in the Midlands and dedicated to empowering learners, driving regional prosperity, and addressing national priorities. **Warwick Trident College** offers advanced facilities in engineering and manufacturing, preparing learners for industries of the future. **Powered by WCG, Warwick Trident College** is one of our diverse campuses across Warwickshire and Worcestershire, WCG combines tradition with innovation to deliver education that transforms lives and shapes futures.

To learn more about the WCG Strategic Approach, read our **Impact Strategic Plan 2025-2028**:

[WCG Impact Strategic Plan 2025–28 >](#)



BACKGROUND TO THE POST

As one of the largest further and higher education colleges in the UK, with unique colleges across two counties, we aim to deliver learning experiences which lead to the development of wider skill bases and improved destinations for all of our students.

WCG is excited to have launched WCG Drive, a 14-16 Direct Entry School at our Trident College campus from September 2026. Students here are studying 3 core GCSEs plus a Level 1 or 2 qualification in either Engineering or Motor Vehicle.

You can find out more about WCG Drive [here](#).

You will report to the Headteacher of 14-16 and will deliver both GCSE & Functional Skills English to students. In addition to delivering this core subject, we are also interested in talking to candidates who could deliver PE, or life skills and PHSE as part of a dual role.

As a qualified and experienced teacher, along with experience of SEMH, you will be encouraged to develop the English curriculum along with the Headteacher. You will be responsible for continuing to develop the curriculum, ensuring outstanding quality WCG Drive aims and objectives. Liaising with the Headteacher, identifying solutions for any potential barriers to the centre's effectiveness, and developing strategies for improvement that are realistic, timely and suited to the centre's context, making sure these improvement strategies are effectively implemented.

MAIN DUTIES & RESPONSIBILITIES

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| <ul style="list-style-type: none">• Curriculum development and innovation, ensuring creativity and the use of appropriate technologies to achieve excellence.• Contributing to the educational vision, direction and ethos that secures effective teaching and successful learning and achievement by learners, preparing them for the opportunities, responsibilities and experiences of adult life.• To undertake all forms of pedagogic work which may include classroom and online teaching, tutorial work and associated outreach duties and work experience placements.• Teach 25 hours per week during the school term (for 39 weeks per year).• To conduct curriculum development work including identification of student requirements, planning, development and evaluation of courses and course materials.• To ensure the associated organisational and administrative work, preparation and marking is undertaken.• To maintain accurate records of learner progress, tracking and achievement. | <ul style="list-style-type: none">• To support learners needs and liaise with appropriate staff to ensure strategies are in place to support the learners' progress.• Ensure parents and learners are well informed about the curriculum, attainment and progress and about the contribution that they can make to achieving the WCG Drive targets for improvement.• Hold parent evenings and complete reports to meet the requirements of the curriculum under the guidance of the Headteacher.• Create a culture where learners experience a positive and enriching college life and integrate them with the wider college community• Uphold educational standards in order to prepare learners from all backgrounds for their next phase of education and life• Encourage high standards of behaviour from learners, built on rules and routines that are understood by staff and learners and clearly demonstrated by all adults in the centre.• Use consistent and fair approaches to managing behaviour, in line with the college's behaviour policy. |
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- Have ambitious expectations for all learners with SEN and disabilities including those who have had a poor experience of education to date.
- Work effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate to secure the outcomes of Every Child Matters.
- Promote a culture and practices that ensures all learners receive a high-quality education in a happy, stimulating, safe and healthy environment.
- Ensure staff and learners' safety and welfare through effective approaches to safeguarding, as part of duty of care.
- Complete an initial assessment with each learner to establish the correct level to be undertaken and agreeing the target timescale.
- Ensuring that learners are enrolled and registered with the appropriate awarding body.
- Following the guidance issued by both the Awarding Body and the College with regard to assessment practice and the completion of documentation.
- Monitoring and managing the progress of individual learners so as to meet the targets

agreed in the Department Quality Improvement Plan.

- To communicate progress and provide feedback to the Headteacher. This will involve regular and open discussion, advising on learner progress, any issues relating to the provision.
- To participate in appropriate team and committee meetings.
- To ensure unit/subject/module administration and group tutorial duties, including interviewing, induction and assessment (including satisfactory retention rates, exam results), monitoring student progress, placement and destination, monitoring, review and evaluation is achieved.
- To participate in internal verification and moderation procedures.
- To support the College quality assurance and control procedures.
- To ensure subject updating activities including curriculum and professional are undertaken and agreed with the line manager.
- To participate in the College's Annual Reflection process and maintain CPD.
- To support and participate in training and staff development programmes based on assessment of individual and College needs.

In order to support during busy exam periods, you may be asked to undertake exam invigilator duties. The College will provide training.

The list of duties is not exhaustive but outlines the main features of the post at appointment and may vary as the job evolves without affecting the nature of the duties or the responsibility level.

HEALTH AND SAFETY

To ensure a safe working environment for colleagues, students, and visitors in line with the HASAW Act and the College Health and Safety Policy.

SAFEGUARDING

Safeguarding and promoting the welfare of children and at-risk adults for whom you are responsible and whom you come into contact with.

HOURS OF WORK

The postholder will be expected to work such hours as are necessary for the proper performance of their duties and responsibilities, normally 37.

WORKING WEEKS

The role is full time, working at least 37 hours per week. You will be required to teach for 39 weeks per year.

PLACE OF WORK

The principal place of work will be the College's premises based at our **Warwick Trident College**. However, the post holder may be required to work on either a temporary or an indefinite basis at any premises at which we may provide services.

OFFERS OF WORK

For the successful candidate a conditional offer of work will be made. Our offer of work will be conditional upon a number of mandatory pre-employment checks, to include but not limited to: DBS, Barred List check, right to work check, internet search, TRA check (academic posts).

EMPLOYEE BENEFITS

When you join WCG we offer you a whole host of employee benefits, including:

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| <ul style="list-style-type: none">• Comprehensive training programme.• Generous leave entitlement plus up to four free College Closure days a year• WCG offers all employees who are carers the option to request a period of Carer's Leave that is equal to their usual working week, paid at their normal pay.• Leadership & Management training programme to develop our next generation of managers.• Superb health and wellbeing support with Wellbeing@WCG. | <ul style="list-style-type: none">• The opportunity to join our voluntary health cash plan run by Health Shield.• Discounted Full Cost Recovery courses• Cycle to work scheme.• Free on-site gym• Discounted hair and beauty treatments in our College salons.• Pension schemes.• Free will writing service.• Free car parking on-site.• Free flu voucher (available annually) |
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PERSON SPECIFICATION

Physical Make-up

Ability to perform the tasks as described in the job description. If you have a disability you should not be discouraged from applying, since there are schemes available within the College which allow for the provision of special aids, premises to be adapted and other appropriate support provided.

Ways in which these schemes might help in particular circumstances can be discussed with the People Services department when making your application.

	How it is Measured
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Attainments:		Application Form	Interview
Essential	Qualified teacher status, QTLS or PGCE	•	
	GCSE grade A-C or equivalent qualification in Maths and English	•	
	Educated to degree level in a related subject	•	
Desirable	Ability to deliver PE or Life Skills and PHSE	•	•

Key Experience and Attributes			
Essential	Previous successful experience of teaching GCSE English	•	•
	A fluent level of spoken and written English	•	•
	Previous successful experience of working with students with SEND, EAL or SEMH needs	•	•
	Experience of providing effective pastoral support		•
	Deep understanding of GCSE specifications (AQA, Edexcel, or Eduqas) and the National Curriculum.	•	•
	Ability to use a range of teaching strategies to teach students across a range of levels	•	•
	Ability to use assessment data to track student progress and implement effective interventions.	•	•
	Ability to maintain a positive, safe, and disciplined classroom environment in line with school policy.	•	•
	Proficient in using digital tools (MS Teams, Google Classroom, Interactive Whiteboards) to enhance learning and maintain records. Strong administrative and organisational skills.	•	•
	Excellent verbal and written communication skills for engaging students, parents, and colleagues.	•	•
	Ability to remain calm under pressure and adapt to the fast-paced nature of a school term.	•	•
	A genuine passion for the wellbeing and personal development of young people.	•	•
	A 'team player' who is willing to share resources and best practices with colleagues	•	•
	High standards of personal and professional conduct	•	•
	Strong Administrative skills, including IT skills	•	•
	The vision, drive and enthusiasm to achieve targets		•
	A willingness to undertake continuing professional development		•
	Self-motivated with an ability to motivate others and work well under pressure.		•
	Ability to demonstrate an understanding and knowledge of Equality and Diversity.	•	•

	Ability to demonstrate an understanding and knowledge of safeguarding and promoting the welfare of children and at-risk adults.	•	•
	Ability to demonstrate behaviours which support the IMPACT Values of the College	•	•

Candidates should apply by sending a copy of their CV to jobs@wcg.ac.uk

When selecting applicants for shortlisting, the panel will consider the requirements listed in the Person Specification above. You are, therefore, advised to ensure that your application addresses the issues raised by providing examples/evidence.

We are conscious of the time and effort spent on applications. We do thank you for your interest. Due to the number of applications the College receives, we are unable to provide feedback for candidates who are unsuccessful at shortlisting; however, we aim to notify all successful candidates within 1 week of the closing date.

The College regrets that it is unable to pay expenses incurred by attendance at the interview.