



Assistant Faculty Leader - Humanities Application Pack

Mildenhall College Academy,
Mildenhall, Suffolk

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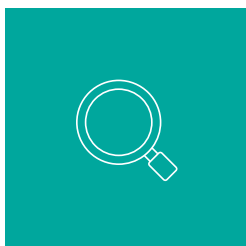
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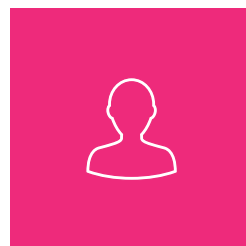
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01. About Academy Transformation Trust

We're on a mission

Our mission is to provide the very best education for all pupils and the highest level of support for our staff to ensure every pupil leaves our academies with everything they need to reach their full potential.

These are the things we hold dear

Transparency

As a charity founded on strong ethical practices, Academy Transformation Trust takes pride in being open, honest and crystal clear in everything we do.

Innovation

We are constantly striving to do all we can to make education the best it possibly can be. We are brave in our actions and do everything we can to have a positive impact on whole child development.

Collaboration

We believe the future of education relies upon effective collaboration between academies, and better collaboration between academies and their local communities.

Ambition

We are determined to improve education nationwide by encouraging collaboration and giving academies everything they need to realise their full potential.

We believe every child matters and deserves a first class education.

Our team knows first-hand how to make education better for schools, pupils and their teachers.

For us, the future of UK education relies upon schools working closely together to share best practices, giving every child the best chance in life. We set up ATT to make this vision a reality.

As a not for profit trust, we work with our growing family of primary and secondary academies, and further education providers in the Midlands, East of England and South East.



02. Mildenhall College Academy Information

Mildenhall College Academy is part of the Academy Transformation Trust family. We aim to provide opportunities for all our students to succeed, ensuring that each child fulfils their potential.

In one form or another, our academy has served the local community for 40 years and this is an exciting time to be joining us. We are a 'Good' school (Ofsted, March 2015) and inspectors recognised the excellent work that our academy team is doing to provide students with the first class education they deserve.

Our academy is located across two high quality sites that inspire learning for our students. Years 7-11 are housed on the main site at Bury Road, while our Sixth Form has its own bespoke centre, MCA6 at Sheldrick Way.

Our curriculum covers the World Class Curriculum Award and caters for all students' needs and is based on the National Curriculum guidelines. Its breadth means everyone can explore a wide range of subjects, both academic and vocational, whilst developing integral skills

We aim to:

- Encourage the pursuit of excellence
- Celebrate achievements through our rewards system and Awards Evenings
- Offer a curriculum which meets the needs and aspirations for all young people
- Build partnerships with parents to obtain the best for our children
- Foster an ethos which encourages social responsibility and respect for different cultures
- Create a happy, respectful community where everyone feels safe and secure
- Offer a full programme of enrichment and extra-curricular activities
- Listen to our students' opinions

To find out more, please visit www.mildenhall.attrust.org.uk



Mildenhall College
A C A D E M Y

02. Humanities Faculty Information



Overview

The Humanities team is well established within the academy and has a dedicated team of skilled, enthusiastic and well respected professionals. The faculty is accommodated in a wing of the school, which makes effective communication easier. On the main site, we have seven specialist teaching rooms, an office and several areas which are used for housing the faculty's extensive resources. There is also access, outside of each classroom, to a computer area as well as a classroom with a set of computers within it. There are three further Humanities classrooms at the MCA6 site, as well as further resources.

The Humanities team is made up of colleagues who teach History, Geography, RE, Government & Politics, Philosophy, Psychology and Sociology.

The team do go the extra mile to enthuse the pupils as well as keep up to date with their subject knowledge. One major project the team are proud of is the design and construction of a monument to commemorate the 100th anniversary of the Christmas Truce. This monument was unveiled in Messines in December 2014 and involved pupils from MCA, our German partner school in Paderborn and the British and German Ambassadors to Belgium along with MEPs and local politicians.

Furthermore, during 2015 the History team were involved in both the Waterloo200 and Agincourt600 anniversaries. MCA pupils were invited to St Paul's Cathedral for the Waterloo service and teachers from the faculty were involved in leading a series of events with the Historical Association and Agincourt600 covering KS2-5 pupils. Three of the History teachers have contributed to Hodder's Dynamic Learning series of resources for the new GCSE and one of these has just had his second book published and his third is on the way. They have all been presenters at the Schools History Project's Annual Conference and two have presented at the Historical Association's Annual Conference. Currently History staff are leading a five-school project to put on a concert at Talbot House in Poperinge, Belgium.

Geography leaders are in the process of organising a trip to Iceland (2017) and recently organised for Chris Bell, a national weatherman, to talk to our pupils. Our Sociology teacher is a very successful teacher trainer on the SNITT programme. The RE department regularly invite speakers from a multitude of faiths to speak to individual classes or whole year groups. The faculty now has a Lead Practitioner to develop teaching and learning further.

Several members of the team take on board external marking as a way to deepen their knowledge of their subject and the examinations system; we have examiners for A Level EPQ, Sociology and History as well as GCSE History. As you can see you will be joining a highly motivated and professional team that care deeply about their subjects and the pupils they teach.

Humanities is a popular option at Key Stage 4 and students are given a choice of either History or Geography (or both) at KS4. We have introduced a 3-year Key Stage 4 and there are further 3 classes of Geography and History in Year 9. RE remains compulsory until the end of Year 11.

At A Level we offer History, Sociology, Philosophy, Geography, Psychology and Government & Politics.

02. Humanities Faculty Information (continued)



Faculty Aims:

- To set challenging targets with high expectations for all pupils
- To offer a variety of approaches to teaching and learning and to engage and motivate pupils and demand their active participation
- To smooth the transition for pupils between Key Stages and ensure progression in teaching and learning throughout their time at Mildenhall College Academy
- To explore enrichment opportunities outside the curriculum to enhance pupils' enjoyment of Humanities subjects.
- To offer a safe environment in which pupils can develop their studies.
- To develop skills of enquiry through fieldwork and case studies in order to broaden the students' experience of the world around them.
- To develop ICT skills as are relevant to enhancing their knowledge and understanding.

Faculty Resources:

The Humanities area is well resourced, benefitting from interactive whiteboards in some classrooms – one with access to 11 computers, with remaining classrooms all equipped with a projector, connected to the school network and internet. The Faculty is also well stocked in traditional resources and promotes the use of practical activities in its lessons.

Faculty Results:

The Faculty has high expectations for the achievement of its pupils. We currently expect at least 60% of our pupils to leave school with a C grade or above and are confident that with improvements in the Faculty that this figure will increase within the next two years.



03. Job Description

Assistant Faculty Leader - Humanities

Job Title - Assistant Faculty Leader - Humanities
Grade - TRL 2

Duties

The School Teachers' Pay and Conditions Document describes duties, which may be required to be undertaken by teachers in the course of their employment. In addition certain particular duties are reasonably required to be exercised and completed in a satisfactory manner. It is the contractual duty of the postholder to ensure that his or her professional duties are discharged effectively.

This job description is a description of the job to be undertaken and performed to the satisfaction of the Principal by the postholder. It does not form part of the contract of employment.

Core Purpose

- Raise attainment in Humanities in all year groups.
- Develop working relationships with all colleagues to ensure outstanding performance in Humanities.
- Ensure that learning and teaching is consistently good or outstanding in all lessons.
- Ensure that tracking systems inform curriculum and staffing plans to maximise success.
- Ensure that AfL is highly developed and informs lesson planning.

Responsibilities

1. Pupil Progress

- Track progress of groups as agreed with the Faculty Leader.
- Drive initiatives to raise attainment so that progress is above national average and attainment is in line with national averages.
- Ensure interventions are put in place for those students who are underperforming in two consecutive data drops.
- Liaise with key staff; e.g. SENCO to support the learning of the cohort.

03. Job Description

2. Teaching and Learning

- Work with the Faculty Leader to ensure all Schemes of Learning (SOL) from year 7 – 13 are in place, with specific focus upon new courses in year 9.
- Monitor the effectiveness of the SOL and check that team members are following the SOL and are on course to meet deadlines.
- Ensure that opportunities to develop SMSC, communication, reading and writing and maths are planned for in lessons and through enrichment activities within the faculty.
- Check that assessments are taking place according to the calendar and, with the Faculty Leader, co-ordinate marking and moderation within the team to ensure that standards are rigorously maintained.
- Provide support to teaching and non-teaching staff to enable learning to be outstanding.

3. Leadership and Management

- With the Faculty Leader, be responsible for the quality of learning and teaching in Humanities.
- Assess the quality of learning and teaching.
- Model outstanding practice.
- Contribute to NQT and student teacher development with the SLT Lead.
- Ensure all external moderation processes are completed to a high standard and by set deadlines.
- Monitor the work of non-teaching staff as appropriate.
- With the Faculty leader, lead regular training of the teachers in the faculty.
- Support the Faculty Leader Humanities to deliver the Humanities Improvement Plan.
- With the Faculty Leader, ensure whole academy policies and the academy ethos are applied throughout the faculty.

4. Behaviour, Accommodation and Safety

- Support colleagues to maintain a high standard of behaviour within the Humanities faculty and intervene to provide appropriate support where poor behaviour is affecting teaching, learning and the progress of students and liaise with the BEST team as appropriate.
- Be familiar with the academy Health and Safety policy. Liaising with the academy Health & Safety Manager to ensure that relevant Risk Assessments within the subject area comply with national requirements and are reviewed and updated where necessary on an annual basis.
- Ensure that the subject area accommodation is a safe, tidy and an attractive working environment for all those who use it.
- Be familiar with the academy Safeguarding Policy and procedures, advise staff on safeguarding matters and report any concerns to the Senior Designated Person or Alternate.

04. Person Specification

Assistant Faculty Leader - Humanities

Secondary Academy



Information for candidates:

AFL are expected to have the commitment and enthusiasm to contribute to our vision of making MCA an outstanding academy ensuring there are equal opportunities for all students, staff and visitors. Mildenhall College Academy is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

	Essential	Desirable
Education/ Qualifications	<ul style="list-style-type: none"> a degree in an appropriate discipline has qualified teacher status 	<ul style="list-style-type: none"> evidence of commitment to further study
Knowledge & Experience	<ul style="list-style-type: none"> Experience of teaching History and / or Geography and / or Religious Education effectively to a range of learners with diverse needs at KS3 and KS4 Experience of a range of teaching and learning strategies Understanding of what constitutes good and outstanding teaching in Humanities A thorough understanding of the recent changes in the KS3 / KS4 curriculum and its application to teaching Knowledge and understanding of how to develop and write Schemes of Learning and assessments An understanding of new reporting measures such as Progress 8 and life without levels 	<ul style="list-style-type: none"> Experience of teaching History, Geography or Religious Education at KS5 Understanding of the Government's initiatives regarding the English Baccalaureate and progress measures and their impact on Humanities subjects Knowledge and understanding of educational research Experience of leading staff training Experience of managing members of staff
Skills	<ul style="list-style-type: none"> The ability to critically evaluate your own practice An ability to use data to track pupil progress and identify under performance An ability to lead a range of suitable interventions to help students close gaps in achievement Excellent communication skills The ability to motivate and inspire people Excellent organisational and interpersonal skills The ability to establish and maintain good working relationships with a wide range of people The ability to assist in leading and working as part of a team 	<ul style="list-style-type: none"> The ability to critically evaluate the practice of others Recent experience of a role with some leadership or whole school responsibility A willingness and ability to teach across the range of Humanities subjects

04. Person Specification

	Essential	Desirable
Attitude	<ul style="list-style-type: none">• An understanding of and commitment to the Academy's Equalities Policy and the ability to promote this in the day-to-day work of the post• An understanding of and respect for the confidentiality required by the post• Responsible for safeguarding and promoting the welfare of children• A willingness to take risks in the classroom and share best practice• A passion for Humanities• An ability to inspire young people	<ul style="list-style-type: none">• A pragmatic 'doer'• Positive and optimistic

Note

The duties and responsibilities of this post may vary from time to time according to the changing demands of the academy. This job description may be reviewed at the reasonable discretion of the Principal in the light of those changing requirements and in consultation with the postholder. In any event the Principal reserves the right to review and amend the job description.

Mildenhall College Academy is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment by observing the academy's Safeguarding policies and procedures



05. How to apply

Mildenhall College Academy,
Mildenhall, Suffolk

Salary:

TLR2

Closing date:

5 May 2017 at noon

Interviews:

TBC

Start Date:

September 2017

Visits to the academy:

For further information about the role and the academy, or if applicants wish to visit prior to completing their application, please contact Mrs P Garrad, Principal's PA/HR Administrator at the academy on 01638 714645.

Applying

Please apply by visiting
www.academytransformationtrust.co.uk/vacancies

Forward as one. Improving Education Together.

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Visit:

academytransformationtrust.co.uk

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