

*"We are committed to inclusion and ensuring
no child or family is left behind."*

May 2017



Abraham Moss Community School

Crescent Road, Crumpsall, Manchester, M8 5UF

Tel: 0161 219 6699 Fax: 0161 721 4973

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www.abrahammoss.manchester.sch.uk

Qualified Teacher of Religious Studies

Dear Applicant

Thank you for your request for information about the Religious Studies post. We are hoping to attract a high calibre of applicant. The important things are the personal qualities and teaching strengths you can bring to the school. You will be a strong classroom performer and have a positive approach to teamwork and developing your skills. You will thrive in a school which is effective in teaching a wide variety of pupils.

The following information is enclosed:

- Notes for applicants
- Application form
- Job Description and Person Specification

Further information about the school can be obtained from the school website at www.abrahammoss.manchester.sch.uk.

I hope you find this helpful and I look forward to receiving your application. The school has a great deal to offer in terms of professional development experiences and equally we hope to appoint a teacher who feels challenged and inspired by the opportunities.

I look forward to hearing from you and perhaps meeting you in the near future.

Yours sincerely

MRS L WILSON

Associate Headteacher



Qualified Teacher of Religious Studies

Notes for Applicants

1. **The Application Form**

Please complete the application form. Use an extension sheet if necessary. The letter of application and application form can be e-mailed back to n.taker@abrahammoss.manchester.sch.uk. The closing date is Monday 22 May 2017 by 9.00 a.m.. **(CV's are not accepted as part of the application process.)**

2. **The Person Specification**

If you are not familiar with person specifications please don't be deterred by it. It is a tool to help the interview panel judge your application and interview, and equally to help you think clearly about the skills and qualities you need to have or to develop.

3. **The Letter of Application**

This is a key statement in which you can show your ideas and strengths.

To help you structure your letter of application please make reference to the person specification.

4. **Interviews**

Interviews to take place Thursday 25 May 2017.

Good luck!

ABRAHAM MOSS COMMUNITY SCHOOL

Job Description

Title: Qualified Teacher of Religious Studies

Salary: Qualified Teacher Scale M1 – M6

Effective: 1 September 2017

Reporting to: Director of Humanities, Subject Leader, Associate Headteacher, Headteacher

Main Purpose: To teach Religious Studies at Key Stages 3 and 4, working as a member of the RS team and demonstrating good practice in raising standards of achievement

Main Tasks:

1. **TEACHING**
Teach Religious Studies throughout the school, working as a member of the Humanities Faculty under the direction of the Subject Leader for Religious Studies and the Director of Humanities.
2. **TEAMWORK**
Work closely with the Humanities Faculty in all professional matters to develop schemes of work that are differentiated; to ensure that there are effective teaching strategies to give access to the curriculum for all pupils; to monitor and improve the quality of teaching and learning; and to set targets and plan for improvement, development and enrichment.
3. **ADMINISTRATION**
Take responsibility for organisational and administration tasks related to your work and carry out tasks efficiently and within the deadlines set.
4. **PASTORAL**
Undertake appropriate pastoral and tutorial roles including being a tutor or partner tutor and teaching PSHE and Citizenship.
5. **GENERAL**
Share in the general responsibility for the academic, social, personal and cultural development of pupils.

This is not a full description of the tasks which may be involved in the role, which will be carried out in accordance with school policies and the conditions of employment in the School Teachers' Pay and Conditions Document.



Person Specification

Teacher of Religious Studies

	Criteria
1.1	Qualified Teacher and training in the teaching of Religious Studies.
1.2	Ability to offer a second subject within the humanities faculty would be an advantage.
1.3	A degree or equivalent academic background in Religious Studies or an appropriate academic background
2.1	Knowledge and understanding of the Religious Studies curriculum at Key Stages 3 and 4.
2.2	Successful teaching experience which has demonstrated good practice in teaching Religious Studies and achieving high standards to GCSE level.
2.3	Understanding of the contribution of Religious Studies to whole curriculum skills such as Literacy, Numeracy and ICT.
3.1	Commitment to working in a school where pupils come from a variety of cultural backgrounds.
3.2	Commitment to providing equal opportunities for all pupils.
4.1	The ability to create a learning environment in which all pupils are encouraged and are expected to achieve highly.
4.2	The ability to use strategies to provide access to the curriculum for pupils from a variety of cultural backgrounds, for pupils with English as a second language, for pupils with learning or behavioural difficulties, for pupils with physical disabilities, and for gifted pupils.
4.3	The ability to produce detailed schemes of work and sequential lesson plans.
4.4	The ability to use assessment criteria to help plan and assess work and to raise achievement.
4.5	A commitment to excellence.
5.1	The ability to use good behaviour management skills.
5.2	The ability to establish good working relationships through the pupils' work.
6.1	A commitment to teamwork and the ability to work effectively with staff in departmental or pastoral teams.
6.2	The ability to work effectively with other teachers and adults supporting in the classroom.
6.3	Good communication skills and the ability to communicate effectively in writing and orally.
6.4	Evidence of administrative competence and good organisational skills.
7.1	The ability to establish good relationships with a tutor group and its members in order to develop identity, self-discipline, respect and positive attitudes to school life.
7.2	A willingness to contribute to extra-curricular activities.
8.1	Personal qualities of enthusiasm, imagination, flexibility, perseverance and good humour.



INFORMATION FOR ALL POSTS REQUIRING A DISCLOSURE

Post:	Teacher of RS
Level of Disclosure Required:	Enhanced

The post that you have applied for meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974. If you are short listed for the post you will be asked to reveal any convictions, cautions, final warnings, and reprimands but these will not be looked at unless you are selected for the position. All applicants who are offered employment will be subject to a criminal record check, and a check will be made with the Disclosure and Barring Service before the appointment is confirmed.

The Council is an equal opportunities employer and is committed to eliminating prejudice in employment and taking positive action to counter effects of disadvantage.

We recognise that people with criminal convictions face discrimination when seeking employment and so have procedures as part of the recruitment and selection process to guard against further disadvantage.

ANY INFORMATION WILL BE TREATED IN THE STRICTEST CONFIDENCE AND YOU WILL ONLY BE PREVENTED FROM OBTAINING EMPLOYMENT IF THE COUNCIL CONSIDERS YOU HAVE A CRIMINAL RECORD THAT MAKES YOU UNSUITABLE FOR THE POST IN QUESTION.

The Council will ignore convictions which are not relevant to the post you are applying for. If a conviction may be relevant, the appointing panel will carefully consider the nature of the offence and the requirements of the post. The panel will also look at when the offence occurred and if there is a pattern of unrelated offences. Some serious offences will, however, almost certainly prevent the panel from making an appointment.

The City Council's full Policy on Employment of Ex-Offenders is available upon request from the Personnel Office. The Code of Practice issued by the Disclosure and Barring Service, which guides the City Council's use of Disclosures in Recruitment is also available from the HR Service upon request.