



CITY AND ISLINGTON
COLLEGE

JOB REF NO: R00608

CITY AND ISLINGTON COLLEGE

JOB DESCRIPTION

- A. TITLE OF POST:** Teacher of A- Level Sociology
- RESPONSIBLE TO:** Coordinator of Social Sciences
- GRADE:** Main-Grade Teacher
- SALARY:** National Sixth Form College Teacher Main Grade (£26,699 -£42,127 per annum including London Weighting)
- CLOSING DATE:** 11.59 PM 23/04/2018

B. PURPOSE OF THE JOB

To teach A-level Sociology

C. MAIN DUTIES AND RESPONSIBILITIES

In addition to the duties laid down in the Sixth Form College Conditions of Service, the post holder will:

1. Teach A-Level Sociology.
2. Take part in departmental meetings, INSET and staff development
3. Contribute to curriculum planning
4. Monitor students' progress using promonitor and contribute to the evaluation of results in the Sociology subject area
5. Tutor a group of A-level Students within the pastoral system

D. EXPECTATIONS OF THE POST HOLDER

- Ensure that the College policy for equality and diversity of opportunity is adhered to and promoted in all aspects of the post holder's work
- Ensure effective quality control and continuous improvement in all aspects of the work and responsibilities attached to this post, in keeping with the College's quality assurance procedures and systems
- Undertake responsibilities for safeguarding and protecting the welfare of children and vulnerable adults
- To comply with and promote College Health and Safety policies and procedures and to undertake recommended Health and Safety training as and when necessary
- Be committed to professional self-development, through participation in in-service training as necessary for the successful carrying out of the job
- Undertake such other duties as are commensurate with the grade of the post, as may be reasonably required at the initial place of work or at other locations in the College
- All lecturers appointed to the College can be required to teach a broad range of courses within the curriculum area to a variety of age groups
- Basic Skills and Learning Support (For all teaching and lecturing posts)
- **All teaching staff at the College are expected to support students to develop their English and Maths skills, using teaching, learning and assessment opportunities within the curriculum or through the delivery of Additional Learning Support, to do so.** You will be expected to mark students' work carefully and thoroughly, giving advice on how it could be improved, and also correcting spelling, grammar and vocabulary when necessary.

Newly appointed staff without a Level 2 English and Maths qualification will be supported with in-service training to develop their professional skills to enable them to confidently develop the English and Maths skills of their students.

N.B. This job description is designed to outline a range of main duties that may be encountered. It is not designed to be an exhaustive listing of tasks and can be varied in consultation with the post holder in order to reflect changes in the job or the organisation.

E. PERSON SPECIFICATION

Qualifications and Experience

1. Appropriate academic and teaching qualifications including a PGCE
2. Recent experience of teaching Sociology at A Level with proven success
3. Experience of curriculum planning and assessing A-level Sociology work
4. Experience of working with 16-19 year olds and an understanding of the curriculum and pastoral needs of this age group

Knowledge and Understanding

5. Strong subject knowledge and awareness of current 14-19 curriculum developments in relation to Sociology
6. An understanding of and commitment to the College's Equal Opportunities policies and a willingness to promote equality of opportunity on all aspects of the work

Skills and Abilities

7. Ability to make the subject interesting and accessible to a range of students
8. The ability to communicate and work effectively with staff across the department at all levels
9. The ability to relate to, communicate effectively with & counsel students, and to monitor their progress

Our students represent a wide range of social class and ethnic groupings, as well as being mixed in terms of gender, cultural and religious affiliations and LGBT. Applications from candidates who reflect this diversity are therefore welcome. We welcome applicants from both experienced and beginning teachers.

When completing your application form and writing your supporting statement please make sure that you cover all the points in the Person Specification using each criterion as a separate heading.