



Mill Hill

Instilling values, inspiring minds

Grimsdell | Belmont | Mill Hill School | Mill Hill International

Mill Hill School

Teacher of Art September 2018 Candidate Information Pack



INTRODUCTION

A well-qualified and enthusiastic graduate is required for September 2018 to teach Art to GCSE and A-level within a dynamic and successful department.

Closing date for applications:

Wednesday 4th April 2018

Interviews: w/b Monday 9th April 2018

Key facts about Mill Hill School

GCSE & A-Level

WITH A WIDE RANGE
OF OPTIONS

Day & Boarding

DAY, WEEKLY AND
FULL BOARDING
PLACES AVAILABLE

2017 Academic Results

A-LEVEL: 43% A*/A; 67% A*–B
GCSE: 63% A*/A; 85% A*–B

120+

ACRES OF GROUNDS
AND FACILITIES

Co-educational

FOR AGES 13–18

10 miles

FROM CENTRAL LONDON
WITH EASY ACCESS TO
UNDERGROUND AND
MAIN LINE STATIONS

Part of the Mill Hill School Foundation

EDUCATING GIRLS AND
BOYS FROM 3–18

THE SCHOOL

Mill Hill School

Founded in 1807, Mill Hill School is an independent co-educational boarding and day school with 715 pupils aged between 13 and 18, of whom 275 are in the Sixth Form. The School is one of four in the Mill Hill School Foundation, which comprises Pre-preparatory, Preparatory and Senior Schools as well an on-site International School.

We are situated in a magnificent 120-acre parkland campus on the edge of the North London Green Belt, providing a wonderful environment in which to work. The School is very much a community, particularly given the central importance of boarding: we are unusual for a London school to be offering full and weekly boarding, with over 180 boarding pupils.

We are committed to the on-going professional development of all our teaching and support staff as well as the full induction and training of all new staff.

The Mill Hill School Foundation Ethos

The Mill Hill School Foundation educates boys and girls from 3–18, seeking to equip them for life, both now and in the future.

Our stimulating academic environment and numerous activities outside the classroom encourage learning and personal growth. We are committed to the development of every pupil and believe that our friendly and supportive community helps this to happen. We seek as a Foundation to instil a love for learning which will last a lifetime whilst balancing this with a readiness to embrace change.



THE ART DEPARTMENT

Staffing

The department currently comprises three teachers (including the Head of Department) who have a wide range of experience and backgrounds in Painting, Sculpture, Drawing, Textiles, Photography and Graphic Communications. Differentiated teaching means all staff need to be confident that they can respond to a wide variety of needs. The department is supported by a full-time technical assistant.

Curriculum

The School prides itself on the success and profile of its creative subjects. All pupils in the Fourth Form (Year 9) have three 50-minute periods of Art per fortnight. We run a Stretch and Challenge programme with our Foundation Preparatory School to help the ablest prepare for transition to Art at the Senior School. Art is a popular GCSE choice both for Art specialists and for pupils who want some variation from a classically academic programme. We have two or three GCSE sets each year, the maximum set size being around 16. Results at GCSE Art have averaged 85% A*/A over the past three years.

In the Sixth Form, we always have two small sets in each cohort. Pupils receive individualised teaching and are highly invested in making a success of their A-level Art. A healthy number of Sixth Formers make applications to foundation courses, direct entry Art degree courses, History of Art, Architecture, Fashion and other Art- and Design-related disciplines. Our average A-level pass rates have been an average of 54% A*/A and 78% A*-B for the past three years. Our board for GCSE and A-level is currently Edexcel.

Co-curricular Activities

We provide Stretch and Challenge activities in the Lower School (Years 9-11) and numerous extension opportunities in the Sixth Form. The department makes use of many whole-school resources, the best example being a very beautiful Arts and Crafts/Byzantine Chapel in which we are fortunate enough to be able to show work, such as self-portraits by all Fourth Form pupils. We take groups to several of London's museums and galleries, as well as art fairs, and direct pupils to make good use of the many artistic venues, exhibitions and events in and around the capital. We lead educational visits overseas, travelling regularly to New York, various European capitals and the Venice Biennale.

Accommodation and Resources

Art shares a light and generously proportioned 1950s block with Design Technology. Art has three teaching studios plus a large photography studio, which doubles up as a life drawing room, and a small studio currently used by the Upper Sixth for art installations and other ambitious projects. Our full-time technical assistant has a workshop in the department. We are next door to the main School library which has a substantial collection of art books available for loan. The campus has sufficient woodland and small fields to accommodate temporary built structures and excavations.

The Post

Teaching will be across the age range, from Fourth Form to Upper Sixth. The post is becoming vacant following an internal promotion to the post of Head of Art, this being occasioned by the retirement of the incumbent after 18 highly successful years leading the department. We are looking for a talented individual who will be excited to share in a new chapter of the department's evolution. A particular interest in 3D media would be desirable.



PASTORAL AND CO-CURRICULAR CONTRIBUTION

The successful candidate will be expected to play a full part in the broader life of the School. This will include responsibility for a tutor group, reporting to a day or boarding Housemaster/mistress as appropriate.

The successful candidate will contribute to the School programme of games and/or activities. This will involve participation during the five-day week as well as working in the region of eight Saturday mornings or afternoons per academic year; assisting with the boarders' programme on Friday evenings or Sundays is also possible as an alternative to the Saturday commitment.



PERSON SPECIFICATION

As the successful candidate, you will be able to demonstrate the following:

- > A strong academic background, with at least a good honours degree in a Creative Arts discipline and, depending on experience, a PGCE or equivalent
- > Awareness, understanding and, ideally, experience of issues relating to safeguarding the health, welfare and safety of children
- > High personal and professional standards
- > Positive working relationships with colleagues and the ability to work as a member of a team
- > Excellent time management and organisational skills
- > Ability to take responsibility and to show initiative
- > Ability to take the lead in developing new teaching and learning strategies
- > Thorough knowledge of the subject and an interest in current developments
- > Ability to use a variety of teaching and learning styles
- > Ability to convey infectious enthusiasm for the subject
- > Experience in the use of ICT to support the teaching of Art
- > Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- > Ability to manage practical classes effectively and safely
- > Motivation to work with children and young people
- > Positive attitude to managing behaviour in the classroom



EXPECTATIONS OF A CLASSROOM TEACHER

- > To teach to the syllabus prescribed by the Head of Department, using the scheme of work drawn up for the department and to prepare pupils for tests and examinations, using revision programmes, past examination papers etc as appropriate.
- > To plan and prepare work as appropriate.
- > To maintain records of work covered for each set taught.
- > To set prep on a regular basis, following the School's prep timetable in the Lower School and according to the Head of Department's guidelines in the Sixth Form.
- > To mark pupils' work regularly and to keep a record of each pupil's marks in a mark book.
- > To monitor pupils' attendance at lessons and to follow up absences in writing with the appropriate Housemaster/mistress.
- > To provide a written report on each pupil at half term (on internal report card) and at the end of each term (full reports).
- > To keep classrooms, laboratories and equipment used in good order and to report any damage/faults, etc., to the appropriate person (usually the Head of Department).
- > To contribute to the overall work of the department e.g. drawing up schemes of work, setting examination papers, participating in field trips or exchange visits, covering classes for absent colleagues as directed by the Head of Department or by the Head.
- > In the case of absence, to notify the Head of Department and the Deputy Head (Academic) and to set work for classes needing to be covered whenever possible.
- > To attend all staff meetings called by the Head and parents' meetings of all year groups taught.
- > To keep abreast of developments in his/her subject area and to support the department's contribution to the relevant targets of the School Development Plan by attending appropriate INSET and other courses.



HOW TO APPLY

1

If you would like to apply for this role, please download the application form from the **School website**. Our Guidance Notes for Applicants can also be found on the website.

[View Online Page](#)

2

Your application form should be completed in full and returned to **applications@millhill.org.uk** by **9.00am on Wednesday 4th April 2018**. Please note that we are unable to accept applications unless they are made on our own application form. Due to the large number of applications the School receives, please be aware that only shortlisted candidates will be contacted to be invited for an interview. Interviews will be held in the week beginning **23 April**.

3

Should you require any further assistance, please contact us via email **applications@millhill.org.uk**

The Mill Hill School Foundation and its staff are committed to safeguarding the welfare of children. The School is registered with the DBS and successful applicants will be required to complete successfully the Disclosure procedure at the Enhanced level. It is an offence for any person barred from working with children to apply for this post.

The Mill Hill School Foundation is committed to Equal Opportunities and welcomes applications from all sections of the community.



Instilling values, inspiring minds
millhill.org.uk



Mill Hill School
The Ridgeway
Mill Hill Village
London NW7 1QS

020 8959 1176
millhill.org.uk