



An All-through Co-operative School

## PERSON SPECIFICATION

**POST TITLE: KS English Co-ordinator (TLR 2b)**

|                                           | Essential                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Desirable                                                                                                                                                         |
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| <b>Qualifications</b>                     | <ul style="list-style-type: none"> <li>• Qualified Teacher Status (from start of contract)</li> <li>• Good Degree</li> <li>• GCSE Mathematics &amp; English or equivalent</li> </ul>                                                                                                                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>• Recent CPD in related curriculum areas</li> <li>• Masters degree or enrollment on MA programme</li> </ul>                |
| <b>Experience</b>                         | <ul style="list-style-type: none"> <li>• An effective teacher with experience teaching English to examination level in a secondary school to all ability groups.</li> <li>• Experience of a range of teaching and learning styles.</li> <li>• Clear evidence of successful teaching across the full ability and age range</li> <li>• Proven track record of sharing experience to sustain a curriculum which is sensitive to the needs of all students</li> <li>• Track record of supporting students to make good progress</li> </ul> | <ul style="list-style-type: none"> <li>• Experience of teaching a range of KS3, KS4 and KS5 English courses</li> <li>• Experience of managing a budget</li> </ul> |
| <b>Good Knowledge &amp; Understanding</b> | <ul style="list-style-type: none"> <li>• Social inclusion good practice</li> <li>• Effective student behaviour management</li> <li>• Provision for SEN, PP, vulnerable and “at risk” children</li> </ul>                                                                                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>• Ability to offer other Subjects.</li> </ul>                                                                              |
| <b>Skills/Qualities</b>                   | <ul style="list-style-type: none"> <li>• Ability to be a creative, imaginative and effective teacher and to relate well to children</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Good record of health and attendance</li> </ul>                                                                          |

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|                            | <ul style="list-style-type: none"> <li>• Ability to teach all ability groups, meeting the needs of all students including those with SEN</li> <li>• Proven ability to teach English specialism to GCSE or equivalent and to Advanced Level</li> <li>• An up to date knowledge of the delivery and assessment of the English National Curriculum</li> <li>• Ability to translate a curriculum model into curriculum delivery</li> <li>• Perception of the post as a leadership role</li> <li>• Positive attitude towards school improvements and raising achievement and aspiration</li> <li>• Ability to assess and promote students' progress and their needs in a variety of ways</li> <li>• Ability to support and guide others</li> </ul> |                                                                                                                                |
| <b>Equal Opportunities</b> | <ul style="list-style-type: none"> <li>• Awareness and commitment to equal opportunities issues and how these can be addressed in a classroom environment</li> <li>• Experience of working in a multi-cultural environment</li> <li>• Committed to the promotion of equal opportunities, fundamental British values** and Co-operative values***</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>• Willingness to help formulate and implement equal opportunities' policies.</li> </ul> |
| <b>Child Protection</b>    | <ul style="list-style-type: none"> <li>• Commitment to safeguarding and promoting the welfare of children and young people</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                |
| <b>Disposition</b>         | <ul style="list-style-type: none"> <li>• To be interested in children as individuals, in how they learn and be committed to the comprehensive ideal and to raising standards for all students</li> <li>• To believe in the importance of team work and a collaborative approach, and be able to build supportive working relationships with colleagues</li> </ul>                                                                                                                                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>• Evidence of commitment to and understanding of collective responsibility</li> </ul>   |

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|  | both within and outside the department <ul style="list-style-type: none"> <li>• Ability to work hard with competing deadlines, prioritising appropriately, and maintaining good humour</li> <li>• Energetic and enthusiastic with a positive outlook</li> <li>• Flexible approach and a sense of proportion</li> <li>• Willingness to commit time to extra-curricular activities</li> </ul> |  |
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\*\*Fundamental British values - democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs

\*\*\*Co-operative Values - self-help, self-responsibility, democracy, equality, equity and solidarity in addition to the ethical values of honesty, openness, social responsibility and caring for others.