

## **TITLE OF POST: TEACHER OF CLASSICS**

### **Full-time from September 2018**

**We are the Stephen Perse Foundation. Extraordinary things happen here every day.**

The Stephen Perse Foundation is inspiring. It is a community in which everyone, both students and staff, achieves and makes a contribution every day.

For us, our examination results, brilliant as they are, are not an end in themselves. Instead, they are a small part of a much broader process and experience. That process is all about added value, something we offer and look for in staff as much as in students. It is something in which every journey both begins with and is built around the individual.

A global outlook, a focus on pedagogy, a ground-breaking commitment to digital learning and an emphasis on inspirational learning environments make us different. More than that, our policy of 'looking beyond' underpins education here. Co-curricular learning is integral to what we do, where opportunity and excellence are valued and encouraged.

Our community, led by the Principal, Miss Tricia Kelleher, is made up of a family of six different schools, each with its own Head, comprising 1,100 boys and girls aged 3 to 18, around 150 teaching staff and 145 support staff.

With an Exceptional ISI Inspection report in 2014 and Independent School of the Year 2014/5, we have much to be proud about.

However, we know that education in the twenty-first century is as much about looking forward as looking back. We have just completed a pioneering redevelopment plan, which includes a five-storey sports and learning centre in the heart of Cambridge. We have also admitted boys right through the Foundation, with a diamond formation for learning for both boys and girls in the Senior School. It's a twenty first century vision of single-sex education that we believe is right for the future.

### **The Classics Department**

The Classics Department is currently made up of 6 teachers (3 full time; 3 part time). We teach Latin to all pupils in Years 7-9, and a good proportion of the year group choose to continue the subject through to GCSE. An *ab initio* Greek GCSE course is offered in year 10 (the GCSE is taken at the end of Year 11). In the Sixth Form College we offer Latin and Greek at IB, and Latin, Greek and Classical Civilisation for A Level. We are committed to creating opportunities for learning beyond the curriculum, and recent initiatives have included day trips to local sites of interest, residential trips abroad, local lecture and seminar days, reading competitions and essay competitions.

The department is a happy place: we all enjoy our jobs, and we value the opportunity to work with each other in order to help each other progress in our understanding both of the subjects we teach and the way in which we teach them. There is a supportive atmosphere within the department, and decisions about best practice are made collaboratively. Our ethos is that we need to focus on the academic and personal growth of our pupils, and we enjoy thinking creatively about how best we can use our subjects to help foster this.

The successful applicant for this post needs to be enthusiastic about their subject, and keen to learn. CPD is a core focus within the Foundation: within the Classics Department we enjoy learning from other, and we would hope that the successful candidate would be enthusiastic about joining in with this process.

The Curriculum Leader for Classics – Katharine Radice – is happy to answer further questions by email ([ker@stephenperse.com](mailto:ker@stephenperse.com)).

**Your Role as a Teacher:** At the Stephen Perse Foundation everyone is a learner. While our pupils enjoy the benefits of a creative and innovative learning environment, our teachers strive to inspire and engage through using a wide range of pedagogical approaches.

We want every teacher to offer the very best in teaching and learning to our students and this will inevitably, and perhaps even increasingly, involve the digital world. We are iPad 1-to-1 from 11 to 18 and our Junior Schools and Pre-Preps use class sets. We are a leader in the use of digital technology within the classroom and are one of only 11 schools in the UK to be Apple Distinguished Schools. This helps us to support our teachers and learners to have an appropriate use of these technologies.

We don't need you to be fluent or confident user of technology before you start working with us but we will want you to have an agile and ambitious mind-set that is open to adopting new techniques. Training and support is offered on a regular basis as part of formal and informal CPD and is focused on student learning.

#### **Specific Responsibilities: Teaching and Learning**

##### **Under the direction of the Curriculum Leader of Classics:**

- to contribute to the teaching of the subject
- to contribute to cross-curricular learning and related learning programmes as appropriate
- to participate in the development of programmes of study and schemes of work
- to produce reports and provide assessment data as required

##### **Additional specific responsibilities:**

- to contribute to the pastoral system (as a tutor), and/or to extra-curricular and enrichment activities as appropriate

##### **Being Part of a Team: as a Member of the Classics Department**

- To participate in appropriate meetings with colleagues and parents as required
- To carry out a share of supervisory duties and examination invigilation in accordance with school procedures
- To carry out a share of cover duties for absent staff as required
- To take part in entrance procedures and Open Days as appropriate
- To contribute to the extra-curricular life of the School as appropriate
- to assist in the promotion of the subject within and outside school as appropriate
- to assist in departmental administrative tasks

#### **Professional Development**

##### **As part of a community of learners**

- to take part in the professional development programme
- to attend induction, training and briefing sessions as required
- to keep up-to-date with developments within school and in relation to your discipline
- to keep abreast of developments in digital learning

##### **General responsibilities**

- To build and maintain good working relationships with all Foundation colleagues

- To assist as necessary in other Foundation areas at peak times
- To work at all times towards the aims and goals of the Foundation and any individual objectives and targets you may have agreed
- To proactively identify areas for improvements within the Foundation
- To act in accordance with Data Protection principles at all times
- To adhere at all times to Foundation Operational and Employment policies and procedures
- To take responsibility for own Health and Safety and that of your colleagues

This job description is not necessarily comprehensive and the position holder will be required to carry out such other duties as may be reasonably be required within the general scope and level of the post.

### **Safeguarding and welfare of children**

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the School's Safeguarding and Child Protection Policy Statement at all times. If, in the course of carrying out the duties of the post, the role-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, s/he must report any concerns to the School's Designated Person or the Foundation's Designated Safeguarding Lead.

All employees of the Foundation adhere to the Safer Working Practices guidance and all teaching staff are required to adhere to the Teaching Standards which can be found on the Foundation website under Recruitment. <http://www.stephenperse.com/recruitment>

### **Terms and conditions**

All appointments for the Stephen Perse Foundation are subject to satisfactory reference and DBS (Disclosure and Barring Service) checks, proof of identity and eligibility to work in the UK, completion of a medical questionnaire and proof of qualifications.

### **Salary guide**

The Stephen Perse Foundation has its own competitive salary scale.

### **Benefits**

- Contributory pension scheme
- Private health and dental plan subscriptions (pro rata for part time)
- A staff discount on School Fees of 25% (pro rata for part time) should staff have a child at any school within the Foundation
- Salary sacrifice childcare vouchers (no new joiners after March 2018)
- Salary sacrifice cycle to work scheme
- Lunch and refreshments provided
- Discount on train travel

### **Application process**

Please apply directly through our online recruitment portal at [www.stephenperse.com/recruitment](http://www.stephenperse.com/recruitment)

**We are unable to accept CVs as a method of application.**

The closing date for applications is **noon on Tuesday, 20th March.**

### **Invitation for interview and recruitment arrangements**

The School has a statutory duty to apply for DBS clearance and shall ask the successful candidate to complete the online form which must be cleared before the applicant can commence work. Such checks may take up to 8 weeks to complete.

If called for interview, you will be required to bring with you:

- ***PHOTOGRAPHIC PROOF OF IDENTITY WHICH MUST EITHER BE A PASSPORT, UK DRIVING LICENCE OR RESIDENCE PERMIT, PROOF OF ADDRESS E.G UTILITY BILL (NOT MOBILE PHONE), COUNCIL TAX BILL, BANK STATEMENT NOT MORE THAN THREE MONTHS OLD.***
- ***A MINIMUM OF THREE DOCUMENTS MUST BE BROUGHT TO INTERVIEW, ONE OF WHICH MUST BE PHOTOGRAPHIC ID.***
- ***YOUR PROFESSIONAL QUALIFICATION CERTIFICATES.***

References may be taken up before interview.

Interviews will take place on **Friday 23rd March.**

#### **Data protection statement**

The Stephen Perse Foundation adheres to the Data Protection Act 1998. In order for us to process your application for employment, we capture information about you. This may include your physical and mental health, and any criminal convictions you may have. All information will be kept confidential. We will only use it to process your application for employment. Your criminal record is used to enable us to discharge our legal obligations as a School. We destroy this information once we have obtained it, and simply log the fact that we have seen it. Your physical and mental health details enable us to assess that you will be able to fulfil the demands of the job. Should your application be unsuccessful we will delete all your information from our systems and dispose of it in a secure manner, unless you request that we retain it.

## Person Specification

### Full Time Teacher of Classics From September 2018

	Essential	Desirable
<b>Qualifications</b>	Classics graduate  Strong academic credentials and a willingness to teach Latin at all levels	A PGCE Qualification, or equivalent  Readiness to teach Classical Greek (either at KS4 or KS5)
<b>Knowledge &amp; Experience</b>	We welcome applications from those who are experienced or newly qualified; a passion for teaching and the subject is essential  Working as part of a team  Keeping abreast of curriculum developments relating to teaching of Classics  Playing an active role in all activities in which the department participates	Excellent IT skills, preferably including the ability to use Apple devices
<b>Skills &amp; Aptitudes</b>	Work effectively under pressure  Motivate and engage with all our students	
<b>Personal Attributes</b>	Professionalism and integrity  Dedication and enthusiasm  Energy and resilience  Approachability  Organisational skills  Flexibility  Interpersonal skills	

All students and staff at the Senior School and Sixth Form College have iPads.

No previous knowledge or experience of working with the iPad is necessary for this post, but a willingness to engage with this technology and participate actively in the production of digital resources is essential.