



# HOE VALLEY SCHOOL

## ENGLISH TEACHER

### JOB DESCRIPTION & PERSON SPECIFICATION

#### **THE SCHOOL**

*"Hoe Valley School is an inspiring environment at the heart of its community where every student's experience is personalised. Our students will learn to think independently, pursue their ambitions and achieve to their highest potential."*

Hoe Valley School is:

- An over-subscribed secondary School that opened in September 2015 to serve the local community of South Woking
- Delivering innovative and exciting lessons to years 7,8 and 9
- Committed to ensuring our students leave us with excellent academic outcomes, the skills to be 'work-ready' and the traits of excellent global citizens
- Following the national curriculum offering an extended day allowing time for additional Maths, English and Science along with time for all students to complete their homework during the compulsory day. English currently has 5 hours of teaching a week in all year groups
- A Google School with ICT fully embedded in all curriculum areas
- Committed to learning which is relevant with links to the 'real world' of business, higher education and the local community
- Currently located in the green space of Woking Park close to Woking Town Centre and Station
- Moving to a state of the art new School in September 2018 on Egley Road, Woking with brand new facilities for the English department.
- Committed to supporting our staff to have a good work / life balance by offering longer school holidays, bespoke CPD programmes, minimising paperwork and meetings and ultimately by trusting our staff to deliver excellent outcomes

#### **THE ROLE**

We are looking for a passionate, talented and rigorous English teacher to join our dedicated faculty in helping the School on its journey to becoming an established and outstanding community School. The successful candidate will have the exciting and unique opportunity to shape a KS3, KS4 and KS5 curriculum which is bespoke, challenging and fit for the needs of 21st century life.

We are looking for an inspirational teacher who embraces creativity, innovation and is always looking for the very best practice in teaching. They will share the School's vision and the belief that all young people can achieve at high levels.

#### **CORE RESPONSIBILITIES (IN ADDITION TO TEACHERS' STANDARDS)**

##### **Teaching and Learning**

- To teach English within the age range 11-18
- To contribute to the design of the curriculum to ensure it is exciting, relevant, challenging and personalised

- To collaborate with the English department in lesson planning and resourcing
- To ensure that all students are making good or outstanding progress and that teaching and learning is of a high standard
- To contribute to CPD across the School and share best practice via coaching, sharing planning and resources and following an 'open door' teaching policy
- To ensure English has a high profile across the School through offering vibrant and exciting learning opportunities
- To ensure that resources are organised and available to promote a purposeful environment for teaching and learning to take place, through a mix of traditional teaching techniques, integrating ICT where appropriate and via project based learning
- To ensure that classrooms within the faculty present a stimulating environment through the display of students' work and other exemplar materials
- To lead intervention programmes during the School holidays, before / after School or during weekends as required
- To deploy other adults effectively within the classroom, involving them, where appropriate, in the planning and management of student learning

#### **Progress and Attainment**

- To ensure assessment, feedback and monitoring is SMART, accurate and clearly moves students' learning on across all teachers within the faculty
- To standardise marking with colleagues both within the School and with partner schools
- To rigorously analyse student data to inform planning and intervention programmes
- To lead and attend internal and external meetings as required
- To feedback to students and parents / carers in line with the School policy

#### **Behaviour and Safety**

- To collaborate closely with parents to ensure that they are aware of their child's progress, engaged in their development and in supporting them in their vision for the future
- To ensure the absolute safety of all students on and off site
- To model and enforce excellent standards of behaviour within and beyond the faculty
- To monitor students achievement, attendance, uniform, punctuality and behaviour and to respond promptly to issues in line with the school's policies
- To participate in the School's pastoral system as required

#### **School Improvement**

- To support the School's marketing and recruitment plan through attending events, contributing to marketing materials and via high quality interactions with feeder primary schools
- To embody the School's values both on and off site
- To coach and mentor colleagues as appropriate
- To take on any other duties as reasonably required by the Senior Leadership Team

As a new School, job roles will evolve as the School grows, develops and moves to its permanent premises. The above list is not exhaustive and maybe subject to amendment in due course in discussion with the relevant employee.

## **PERSON SPECIFICATION**

<b>Essential</b>	<b>Desirable</b>	<b>Assessment Criteria</b>
<b>Qualifications &amp; Competencies</b>		
A bachelor's degree at a 2.1 or higher in a relevant discipline	Evidence of other relevant CPD qualifications	Application form
Qualified teacher status through a PGCE, GTP or other international equivalent	The ability to teach Media Studies at KS4 is highly desirable	Application form
English-related discipline at A-level standard or equivalent		Application form
<b>Experience</b>		
Excellent subject knowledge in relevant disciplines		Application form & interview
Experience of designing and delivering exciting, challenging and personalised lessons		Application form, interview & reference
Evidence of holding high aspirations for young people		Application form & interview
Evidence of delivering excellent outcomes for students		Application form, interview & reference
Experience of giving high quality formative and summative feedback		Application form, interview & reference
<b>Skills and Attributes</b>		
<p>Alignment with HVS Values:</p> <p>C - Courtesy : model the calm behaviours expected of others in terms of consideration, professionalism, trust and respect</p> <p>I - Integrity : fair and honest, trustworthy, committed to earn success through hard-work</p> <p>R – Resilience: Not giving up when times are tough, demonstrating endurance</p> <p>C - Community : A strong sense of responsibility to the community to improve the quality of the local environment for its residents</p> <p>L - Leadership : show leadership in thought and action, being open to new ideas and overcoming adversity to</p>		Application form, interview & reference

achieve success; communicating effectively  E - Enthusiasm : a positive attitude towards life, passion, curiosity and a lifelong love of learning		
Excellent organisation skills with the ability to multi-task and effectively prioritise		Application form, interview & reference
Strong attention to detail where only the best is good enough		Application form, interview & reference
Excellent interpersonal skills with strong levels of numeracy and written and oral communication		Application form, interview & reference
Able to adapt to find practical solutions to problems		Application form & interview
Ability to remain calm, good humoured and strategic in challenging contexts		Application form & interview
Commitment to the ethos of the School		Application form & interview
<b>Safeguarding</b>		
2 satisfactory written references including from current/most recent employer		Application form & reference
A satisfactory enhanced DBS check		