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**Mount Grace School**

**Church Road**

**Potters Bar**

**Hertfordshire**

**EN6 1EZ**

**Tel: 01707 655512**

**Headteachers Introduction**

Dear Candidate,

Thank you for your interest in working at Mount Grace School as a Teacher of History.

Mount Grace was one of the first purpose built mixed comprehensive schools in the country and occupies 17 acres of beautifully landscaped grounds. We are a rapidly improving, truly inclusive school, passionate about providing the best possible education for all children irrespective of their background and prior attainment. We have approximately 600 students on roll including over 100 in our sixth form. We have a genuine partnership with local people and we are the community school of Potters Bar and the surrounding villages.

This school is a brilliant place for young people to fulfil their potential in a caring, supportive community. Mount Grace is friendly and understanding but also firm, fair and consistent in its values. We strive for academic excellence for our students aged 11 to 18. Our school motto ‘Res Non Verba’ translates as ‘Deeds Not Words’. This means that as members of Mount Grace School, our actions should reflect the underpinning values of integrity, responsibility, humanity.

This is a welcoming, caring and friendly school, full of vitality and enthusiasm and our students are a credit to us. Our staff are passionate professionals who want our students to grow into well rounded adults.

We are seeking to appoint a Teacher of History who is passionate about their subject and therefore present a strong voice in our curriculum development work around the value of learning History and what all children should be entitled to learn within this important subject. The successful applicant will have the opportunity to shape the teaching and learning within this subject whilst being a valued member of the Humanities faculty.

As our school motto ‘Res Non Verba’ dictates: we encourage prospective candidates to visit us to get a true feel for why Mount Grace School is such a wonderful place to work.

Thank you again for your interest in being a part of the team at Mount Grace.

Yours faithfully

Nancy Simpson

Headteacher

**Teacher of History**

**Remuneration:** MPS1-6 + Fringe (depending on experience)

Application from NQTs welcome

**Responsible to**: Head of Humanities Faculty

**Purpose of Role**

* To contribute to the delivery of the National Curriculum.
* To teach History up to A-level.
* To contribute to the effective functioning of the faculty as a team.
* To contribute to continuous improvement and raising standards of achievement.
* To be informed of current Government policy on education and its effects on the implementation of History.
* To maintain high professional standards.

**Main Areas of Responsibility**

Teaching and Learning

* Establish and use appropriate teaching and learning methods.
* Prepare lessons thoroughly and review content, presentation and relevance, ensuring that full records of work completed are kept.
* Set and mark homework on a regular basis.
* Ensure good order and discipline conducive to effective learning.
* Ensure effective development of students' individual learning skills takes place.
* Prepare students for public examinations at Key Stage 4 and 5.
* Assist colleagues in the Humanities Faculty in the construction of schemes of work, leading to the delivery of the History contribution to the National Curriculum.
* Ensure effective delivery of the above programmes and schemes of work in the classroom.
* Ensure effective curriculum coverage, continuity and progression in the subject for all students.
* Follow policies for assessing, recording and reporting on student achievement, and use these to set achievable targets for further improvement for all students of all abilities.
* In cooperation with colleagues, to be responsible for the stimulating learning environment of the Humanities Faculty, including display of teaching materials and students’ work.
* In the planning and delivery of lessons, to be aware of the needs of individual students and to cooperate with the student support coordinator where appropriate

Communication and Liaison

* Attend faculty and full staff meetings.
* Assist in the planning of the Faculty’s Development Plan.
* Carry out delegated tasks to meet faculty objectives.
* Keep abreast of development in the teaching of History, by regular attendance at INSET.
* Represent the faculty at other meetings, where appropriate.
* Discuss matters relating to teaching and learning, classroom management and professional development.
* Communicate and work effectively with other members of the faculty.
* Liaise with other staff, including Form Tutors and Heads of Learning on matters relating to the teaching of the subject.
* Maintain appropriate contact and consult with parents of students as necessary.
* Assist in the ordering and maintenance of the Faculty’s resources.

General

* Participate in the management and development of the School, including attendance at meetings, membership of committees etc.
* Take part in the Appraisal Scheme as determined by the DfE and the School.
* Contribute to the life of the Faculty and the School outside the classroom, developing and running extra-curricular activities related to History.
* Accept a share of the pastoral responsibility of the School, including membership of a Year Team with its attendant responsibilities, including PSHE and Assemblies.
* Contribute to the overall social and cultural life of the school.

**Person Specification**

The ideal candidate will:

* Be happy to work hard in a pressured but supportive environment.
* Willing to embrace further training and development opportunities as appropriate.
* Have an appetite for improving standards.
* Be knowledgeable about all aspects of their subject curriculum and pedagogy.
* Be an inspiring classroom teacher who can demonstrate successful teaching experience across a wide range of abilities and aptitudes.
* Be able to create a disciplined and motivated working environment within their class room.
* Be able to contribute to and work well within a team.
* Be willing to work collaboratively within and across departments.
* Be able to use ICT effectively to enhance teaching & learning.

**How to apply**

To apply, please visit our recruitment page on our website and complete the Teacher Staff Application form. <http://www.mountgrace.org.uk/vacancies/2601.html>

We will be in touch shortly after your application has been received.

*Please note that references will be sought for all shortlisted candidates prior to interview. Mount Grace is committed to safeguarding and promoting the welfare of children therefore all positions in the school will be subject to satisfactory Enhanced Disclosure and Barring Service Certificate. To comply with the Asylum and Immigration Act 1998 (as amended by S147 of the Nationality and Immigration and Asylum Act 2002) all prospective employees will be required to supply evidence of eligibility to work in the UK.*