

Teacher of English – Maternity Cover

Start date: January 2020

Closing date: Friday 15th November 2019 – 12 noon

Welcome to Mount St Joseph Catholic School

Thank you for your interest in the position of Teacher of English (maternity cover) at Mount St Joseph.

Mount St Joseph is a vibrant secondary school situated in the South of Bolton serving a richly diverse community. Our pupils come from a variety of backgrounds including families newly arrived in this country and low income families. A number of our pupils have English as an additional language (37%) and our pupil premium is 42%. We place a strong emphasis on inclusion.

Our ethos is underpinned by the gospel values of serving others, tolerance, compassion and forgiveness. As a community of learners, believers and friends, we are committed to the spiritual, moral, educational and social development of our community.

We believe strongly in the power of high expectations of our students and of ourselves, and in the importance of personal goals that are meaningful to each individual. We know that every student has their own potential and we are determined to help them to fulfil it. We aim to enable all students to take part in exciting learning inside and outside the classroom, so that they can make rapid and sustained progress.

We are proud of our team of dedicated staff who provide an inspiring, structured and supportive learning environment, in which every student is challenged to realise their full potential and encouraged to be ambitious for their futures. Our school continues to celebrate good results; they are attributable to the hard work and high aspirations of our students, the strong teaching from our committed and talented staff, the outstanding pastoral support and a clear commitment to raising achievement from all members of the school community.

There is a strong emphasis on providing opportunities for students to further build their confidence, self-esteem, interpersonal relationships and to develop the resilience to overcome problems. We aim for all our students to enjoy their time at Mount St Joseph School, to have memories and friends that will last a life time and to leave with the qualifications, personal skills and attributes needed to be successful young adults.
We are looking to appoint an outstanding enthusiastic leader to facilitate and encourage a learning experience which provides all pupils with the opportunity to fulfil their individual potential.

The last Ofsted inspection concluded that we are a good school with outstanding leadership qualities. Our aim is to be an outstanding school - that is what we, our students and our whole community deserve and expect.

This is an exciting opportunity for a person who is an excellent practitioner, who possesses the energy and enthusiasm to bring their skills and innovation to our community; a person who will be a role model and leader and ambitious for both students and staff.

If you are inspired and share our vision, please apply and we look forward to considering your application and meeting you.

Yours faithfully,

A Devany

About the School

Mount St. Joseph is a Roman Catholic voluntary-aided 11-16 comprehensive under the trusteeship of the Salford Diocese. The Instrument of Government of the school states that it is part of the Catholic Church and is to be conducted as a Catholic school in accordance with Canon Law, the teachings of the Roman Catholic Church and the Trust Deed of the Diocese of Salford.

Our aim is to secure the highest academic achievement for each child, a full awareness of personal and social responsibility and a deepening love and understanding of the Catholic Faith and our Mission Statement is the reference point for all our work:

As a **community of learners** we aspire to achieve our full, academic potential in a happy, safe and caring environment.

As a **community of believers** we aim to develop a full awareness of our spiritual and moral responsibility and a deepening love and understanding of our faith.

As a **community of friends** we influence the people around us by using our unique gifts and talents to develop one another socially and culturally to build a better world.

Safer Recruitment

Mount St Joseph is committed to safeguarding and promoting the welfare of children and young people. We undertake thorough checks to ensure that we meet our obligations to protect our students. We expect all staff and volunteers to share this commitment and to undergo appropriate checks, including an Enhanced Disclosure and Baring Service check.



Key facts and Statistics

Age range	11- 16
Location	Bolton
Attendance	94%



Job Description

The job description should be read alongside the range of duties and responsibilities of teachers as set out in the annual Teachers Pay and Conditions Document.

Candidates will be expected to have considered these in relation to Mount St Joseph.

Principle Responsibilities

To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential. To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils and to support a designated curriculum area as appropriate



Key duties and Responsibilities:

- To uphold and implement the ethos and values of the school.
- To treat all students as individuals and contribute to their emotional, social, academic and moral development.
- To follow closely agreed syllabuses and schemes of work and to participate in their development and annual review.
- To plan, implement, deliver and review high quality lessons that met the needs of the students and that are in line with an agreed programme of study at Key Stage 3 and 4.
- To mark pupils' work on a regular basis and record this to show the pupils' progress throughout the year in line with departmental and school policy.
- To participate in and contribute to the performance management cycle and relevant INSET.
- To keep a record of assessment and attendance of students in class. To contribute to departmental and school tracking systems and the analysis of data to inform future target setting and planning.
- To develop a classroom environment that allows all students to succeed.
- To implement the school behaviour management policy.
- To contribute towards the provision of assessment methods and their evaluation as outlined in the assessment policy.
- To participate in the schools self-evaluation cycle.
- To undertake the duties as a form teacher.
- To liaise with other departments, parents and agencies to meet the individual needs of the pupils.
- To attend departmental, form tutor or any other meetings as required.
- To carry out a share of the supervisory duties in accordance with published rotas
- To contribute to the future development of the department, its resources and its teaching materials.





- To attend parents evening and other specific events.
- To make a positive contribution to the wider aspects of the school.
- To assist in the promotion of the good name of the school within the community
- To undertake any other duty as specified by STPCD not mentioned in the above.
- To comply with the requirements of Health and Safety Legislation and Council Policy taking appropriate action where necessary.



Please note that this job description is a comprehensive definition of the post but will be reviewed periodically and may be subject to modification or amendment at any time in consultation with the Headteacher. This job description works within the parameters of the terms and conditions of your contract.



Person Specification

The successful candidate must be able to demonstrate that he/she has the qualifications, experience, knowledge, abilities and personal qualities outlined below.

Essential	Desirable	Method of Assessment
QUALIFICATIONS, TRAINING, EXPERIENCE		
1. A relevant degree and teaching qualification. 2. The ability to solve problems that arise in a way that is accessible to the students being taught. 3. Experience of teaching secondary age pupils. 4. High personal standards. 5. A willingness to identify with the ethos and values of the school and be fully involved in its activities.		1. Qualification Certificates 2. Lesson observation and interview 3. Application form and interview 4. Lesson observation and interview 5. Application form and interview
KNOWLEDGE AND ABILITIES		
1. Knowledge of the requirements of National Curriculum at KS3 and KS4 2. Ability to teach to GCSE level. 3. Good teaching skills 4. Ability to maintain good order and discipline 5. Ability to use ICT to facilitate learning. 6. The ability to accurately assess the quality of pupil's work against national standards. 7. The ability to promote the spiritual, moral and cultural development of pupils through lessons. 8. Good communication skills. 9. Good teaching skills.		1. Application form and Interview 2. Lesson observation and interview 3. Lesson observation and interview 4. Lesson observation and interview 5. Lesson observation and interview 6. Lesson observation and interview 7. Application form and interview 8. Application form and interview 9. Interview and Lesson observation
PERSONAL QUALITIES		
1. Clear dedication to teaching as a career 2. Enthusiasm and a liking for work with young people 3. Flexibility and an ability to respond creatively to changing circumstances 4. Ability to relate well with colleagues and pupils and to work with and support colleagues in the department 5. Appropriate professional dress and appearance	• Sense of humour • Commitment to extra-curricular activities	1. Application form and interview 2. Application form/ Interview/ Lesson observation 3. Application form and interview 4. Interview and interaction with others whilst visiting the school 5. Interview

Application Details

Thank you for taking the time to view the details for the Teacher of English – Maternity Cover position.

If you require any further information about the post or would like to arrange a visit to the school, please contact Miss K Pasquill – 01204 391800.

To apply for the post please use the application form attached with the advert.

Please send all completed forms to recruitment@msj.bolton.sch.uk

