



Second in English

The Second in English will support the Faculty Leader to carry out their role. The emphasis will be on promoting effective teaching and learning, securing good or better outcomes, helping to lead, manage and develop a specific area of the curriculum and working to enhance the teaching practice of other teachers within the Faculty.

The successful candidate will also be required to promote interest and enjoyment in the work of the Faculty through extra-curricular activities.

Major responsibilities will include:

Quality of Education

- Monitoring the quality of learning through classroom observation, work sampling and analysis of the outcomes of learning
- Establishing and monitoring achievement targets for each subject and each class
- Ensuring that teachers know the prior learning and achievement of their students
- Monitoring, managing and supporting the work of the Key Stage Co-ordinators to ensure that effective schemes of work are in place for each course
- Ensuring that academy curriculum policies are enacted within the Faculty
- Supporting the development of individual members of the Faculty
- Developing the use of new technologies to support effective learning

Other activities

- Acting in conjunction with the Faculty Leader as the second stage in the discipline and support structure for students

Ethos and Environment

- Ensuring that the environment and learning resources are stimulating and of the highest standard
- Ensuring a consistent ethos in line with The Plume Academy Code of Practice
- Ensuring that high standards of behaviour are expected and achieved
- Maintaining health and safety procedures

Staff Development, Resources and Capitation

- Organising training and chairing Faculty meetings
- Drawing up, in line with the Academy Achievement Plan, the improvement plan for the Faculty
- Deciding the allocation of all resources, human and physical, within the Faculty
- Maintaining overall accounts of capitation and ensuring best value
- Supporting, advising and providing opportunities for individuals in the Faculty to further their personal development

Whole Academy

- To ensure that whole academy policies are implemented
- To undertake any other duties as may be required from time to time by the Principal

THE DUTIES AND TASKS OUTLINED ABOVE ARE NOT INTENDED TO BE EXHAUSTIVE, THIS WILL DEPEND ON THE EXPERIENCE OF THE CANDIDATE AND OTHER DUTIES MAY BE REQUIRED FROM TIME TO TIME.

PERSON SPECIFICATION

Essential skills, knowledge, experience and personal qualities:

1. Successful teaching across the 11-19 age range
2. Understanding current curriculum issues and developments
3. A proven record of excellence in the classroom
4. Involvement in recent professional development
5. Commitment to the use of a variety of teaching methods to enhance learning
6. Knowledge and understanding of whole academy issues
7. An ability to interpret data, with good I.C.T. skills
8. An understanding of the Ofsted framework for evaluating teaching and learning
9. A vision for and commitment to the delivery of English at Key Stages 3, 4 and 5
10. Resilience, commitment, energy and enthusiasm
11. Creativity and imagination
12. A sense of humour
13. Good organisational skills
14. Good time-management skills.

Desirable skills, knowledge, experience and personal qualities:

1. Experience of teaching at Advanced level: Language, Literature or both
2. Experience in examining, whether at GCSE or A-Level
3. Potential and ambition for further career development
4. An ability to promote the academy through contact with parents, the media and the local community
5. Experience of monitoring classroom practice
6. A willingness to participate in extra-curricular activities, including clubs, trips and visits.