



HEAD OF CHRISTIAN THEOLOGY

ST LAURENCE EDUCATION TRUST



Information Pack for Candidates



Introduction

Ampleforth College is a Roman Catholic boarding co-educational independent school (HMC), with around 600 students aged between 13 and 18 years. It is located in an area of outstanding natural beauty in the Howardian Hills, North Yorkshire.

The school was established by the Benedictine monks of Ampleforth Abbey in 1803 and it remains a work of the monastic community. There are a small number of monks on the teaching staff, monks as House Chaplains throughout the school and monks working in partnership with lay people as trustees. The presence of a community committed to the highest standards of Catholic education ensures the preservation of an education rooted in the Catholic Benedictine tradition.

The monastic community has a long history, dating back centuries before they finally settled in North Yorkshire in 1802. Their works include not just education at Ampleforth College and its prep school, St Martin's Ampleforth, but also St Benet's Hall, a Permanent Private Hall of the University of Oxford. It has responsibility for the pastoral care of a number of parishes and a dependent monastery in Zimbabwe, founded in 1997.

The School

Education has always been one of the main works of the Benedictine monastic community and a year after they settled in Ampleforth in 1802, a school was established comprising twelve boys. Today, nearly six hundred students, male and female, from many parts of the world, come to Ampleforth to benefit from a Benedictine Catholic education.

In 1999 Ampleforth College was formally opened to Sixth Form day girls, and Sixth Form boarders followed in 2001. The school became fully co-educational in 2010-2011.





Benefits of Service

Professional Opportunities and Career Development

The Ampleforth Abbey Trusts support and resource continuing professional development programmes for all staff. The Trust operates an annual professional review and appraisal scheme that both recognises the work of staff and identifies suitable training and development opportunities for them.

Working Environment

This is an enjoyable and stimulating place to work. Our staff body seeks to work to core values and codes of conduct developed from the Rule of St Benedict:

They are:

Attentiveness

Hospitality

Respect

Integrity

Stewardship

Equilibrium

Facilities such as the sports centre and golf course are available to staff and their families on subsidised membership.

The site was not originally designed with the motor car in mind. However, staff parking is available within a five minute walk of any part of the Ampleforth campus.

Employees with children in the school may be able to access discounts, discretionary bursaries, or salary sacrifice in line with current school policy.

Fee remission is available for this post.

Remuneration and Benefits

- Ampleforth salary scale.
- Ampleforth discretionary allowance
- Contributory pension scheme
- Notice – one term on either side
- Rented accommodation may be available from the College
- Some assistance with removal expenses.



Selection Process

The Trust is committed to a policy of equal opportunity and will take every possible step to ensure fair and equal treatment of all.

All Trust policies and practices will support the commitment to equality of opportunity in respect of any recruitment, and selection process. No member of staff or applicant will be unfairly disadvantaged by the Trust policies or practices without justification.

The Application Process

The successful applicant will take up post in January 2018. The interview process will include a presentation to the interview panel, a formal interview, and an opportunity to meet staff and pupils. Further details will be provided once the short-list has been agreed.

Applications should be sent to:

The Human Resources
Department, Ampleforth College,
York, YO62 4ER.
Telephone: 01439 766817
Fax: 01439 766770

e-mail:
HumanResources@ampleforth.org.uk

or from our website at:
<https://www.ampleforth.org.uk/>

Candidates should be aware that all posts in a school boarding environment must be interviewed on the basis of an application form. CVs will not be accepted in substitution.

Safeguarding and Child protection at Ampleforth Abbey Trust

Ampleforth College is committed to safeguarding and promoting the welfare of children.

All applicants must be willing to undergo recruitment screening processes including interview, references from past employers and a DBS check will be carried out on all successful applicants.

All posts at Ampleforth are exempt from the Rehabilitation of Offenders Act 1974. We therefore require applicants to declare all convictions, cautions and bind-overs, including those regarded as 'spent'. All information provided will be treated as confidential.

Our Child Protection Policy can be accessed from the following link:

[Child Protection Policy](#)

Any offer of employment is made subject to a full range of checks and satisfactory references.



The Role

Aims of the Christian Theology department:

- We aim for academic excellence. We aim to be at the forefront of theological education in UK schools. The 2015/16 results were 85% A*-B grades at A2, 92% A*-B at GCSE and 20% of the sixth form are going on to read Theology, Philosophy or a related subject at Russell Group universities in 2015/16.
- We aim for excellence in teaching and learning. We work collaboratively and in cooperation with other departments and the rest of the school in order to deliver outstanding lessons.
- We, respecting the beliefs of non-Catholic students and the consciences of all, hope to communicate and share a lively articulate and critically aware Christian faith.
- Theology is the systematic and rational study of religious truth. The Christian Theology Department aims for academic excellence, demanding disciplined study, critical reflection and analysis of perceptions, opinions, values and beliefs. We aim to ensure that students are philosophically, religiously, morally and socially aware and have developed the ability to listen to other peoples' points of view even if they conflict with their own. We aim to foster free thinking, open debate and a genuine love of learning. An open mind is essential. The course follows the AQA specification.





The Christian Theology Department:

We believe that religious education is the foundation of the entire educational process at Ampleforth. We offer a comprehensive and systematic study of Theology which is academically rigorous and challenging. Its primary purpose is academic, not catechetical or evangelical, but the subject forms an important part of the catechetical community.

All students at Ampleforth study Christian Theology. In the Middle School, the subject is core. Year 9 have an Ampleforth specific syllabus looking at monastic life, introducing scripture, and studying Judaism and Islam. Year 10 and year 11 study for three hours a week, they follow the AQA Religious Studies syllabus B in Catholicism, St Mark's Gospel and Judaism, and all take the full GCSE. Results have traditionally been very strong.

In the Sixth Form, year 12 students either take Core CT (non-examined) or the full A Level (6 hours per week) is available for year 12 and year 13. Results have traditionally been very strong. They follow the OCR Religious Studies A Level course.

Many of our sixth form read Theology or Philosophy at University. There is the opportunity to study in the extra-curricular Newman Group (aimed at those who wish to read Theology or Philosophy at Oxbridge or Durham) and the opportunity to join our very popular Aquinas Society.

There are ten teachers in the department, including the Head and two Assistant Heads of Department. All are subject specialists.





Job Description

GENERAL RESPONSIBILITIES OF TEACHERS:

- To support the policies and aims of the School and to exercise the highest standards of professionalism.
- To prepare lessons in accordance with the Schemes of Work promulgated by the Head of Department.
- To teach in such a manner as to maintain the best academic standard, to support the individual needs of pupils and to encourage an enthusiasm for, and an interest in, the subject.
- To mark pupils' work on a regular basis, allocate grades and targets as agreed with the Head of Departments and to write reports by the set deadlines.
- To keep up to date with current educational developments and to attend any necessary courses as advised or instructed by the Head of Department or Director of Professional Development.
- To undertake, as directed, agreed supervisory tasks and to be a House Tutor, supporting activities within the house
- To attend Staff Meetings, Staff briefings and Parents' meetings.
- To attend full School Assemblies and Year Group Assemblies as appropriate.
- To contribute to the general breadth and quality of pupils' experiences within the School by
 - helping to provide opportunities for curriculum enhancement
 - contributing to sport and to the running of activities.
 - supervising social and cultural activities according to the published rota
- To take part in the School's system of Professional Review

Head of Department:

The role of a Head of Department is that of leadership of learning and teaching within the department and also of direct line management of the members of the department. The leadership role will include the development of teaching and learning strategies within the department and to ensure that all students have the opportunity to enjoy and make good progress in the subject. The management role will involve monitoring and evaluating the curriculum and assessment as well as monitoring the contributions of each member of the department and dealing with any concerns or complaints.

The roles will be achieved by:

LEADERSHIP

- Promoting Benedictine values within the department
- Leading development of the internal curriculum, producing schemes of work and an annual development plan that links with the whole school development plan
- Leading staff development within the Department by
 - Supporting new members of the Department, including Induction and NQT mentoring



- Conducting regular departmental meetings that promote teaching and learning
- Writing job descriptions for departmental posts and contributing to the selection of new members of the department
- Leading the production of teaching and learning resources
- Being responsible for ensuring that school policies are explained and implemented within the department
- Representing and promoting the department and the subject within the school, for example at parents' meetings and sixth form subject presentations
- Leading the department in promoting a 'delight in learning' among members of the department and students

MANAGEMENT

- Monitoring and evaluating the quality of teaching and learning within the Department. This may be achieved by:
 - Organising lesson observations within the department
 - Organising work scrutinies
 - Holding one-to-one meetings with members of the department
 - Arranging to collect feedback from students
- Conducting the Performance Management for members of the Department according to the agreed schedule and managing the workload of members of the department
- Reporting on the evaluation and monitoring of teaching and learning within the department and reporting to the Headmaster and Director of Studies concerning pupils' results and progress with the annual development plan
- Complying with the Health and Safety policies of Ampleforth Abbey Trust
- In consultation with the department, choosing and ordering text books, reference books and stationery etc. Consulting with the Librarian about books for the Library
- Organising setting, production and marking of internal exams
- Being responsible for internal administration and moderation of coursework, if appropriate
- Administering entries for external exams, including estimated grades in consultation with the Examinations Officer
- Producing information for GCSE and A Level booklets



- Liaising with the Head of Careers and giving advice to university applicants concerning your subject and supervise Oxbridge pupils
- Having overall responsibility for the allocation of grades and targets within the department
- Updating the departmental handbook regularly and preparing for ISI inspections
- In consultation with the Director of Studies, being responsible for staffing and timetable allocation within the department, including the organisation of sets
- Contributing to the management and development of Ampleforth College as a whole; attending meetings of APC and representing the views of members of the department to APC and SLT
- Monitoring the fabric of the departmental teaching area and liaising with the Procurator and Estates Manager as necessary
- Submitting annual budget proposals and administering the agreed allocation, reporting appropriately in the annual departmental report

PERSON SPECIFICATION: HEAD OF CHRISTIAN THEOLOGY

The person appointed will satisfy all or most of the following:

- Good degree in Theology, Philosophy or a related subject
- PGCE
- Further post-graduate study in Theology/Education
- Several years teaching experience including A level
- Leadership and / or management experience
- Forward thinking, innovative and open to change
- Up-to-date knowledge of the content and structure of the National Curriculum and of current developments within education
- Expertise in a specific area of Theology or teaching
- Very good teaching ability
- Practising Catholic
- Empathy with the aims and ethos of a Roman Catholic Benedictine boarding school
- Committed to sharing their enthusiasm for their subject with students of all ages and abilities
- Well organised and adaptable, able to prioritise tasks and show initiative
- Ability to evaluate and improve their own performance
- Ability to establish good working relationships and motivate teaching and support staff
- Good ICT skills, including the use of ICT to enhance teaching and learning
- Satisfy all criteria and checks relating to suitability to work in a school environment
- Able to contribute to the extra-curricular life of the school
- Willingness to take on academic tutorial and pastoral responsibility
- Able to contribute to the wider life of a full boarding school by offering activities