

SECOND IN THE HISTORY AND POLITICS DEPARTMENT

Required for September 2018

Person Specification

An excellent opportunity for a well-qualified History graduate with an enthusiastic and dynamic approach to the study of History and Politics and a number of years' experience in the profession. A high level of commitment is essential as they will be expected to promote a real engagement with and interest in the subject and facilitate and encourage independent learning. The chosen person will show a devotion to subject development within the department and a willingness to support the professional development of colleagues, as well as contribute to the extra-curricular provision of History and Politics.

The person appointed will support the work of Head of History and Politics in helping to ensure a rich curriculum offering is provided to students in all areas of the school. The role of second in department comes with a number of specific responsibilities for overseeing the development of the subject and teaching and learning within, and beyond, the curriculum. These responsibilities include:

- To lead the curriculum coordination of specific year groups or key stages in History and/or Politics
- Supporting the sharing of best practice and further development of teaching and learning among colleagues within the department and alongside other curriculum areas
- To be responsible for coordinating the preparation of mock or end of year exams for KS3/KS4
- To liaise with department staff/Head of Department to ensure the effective delivery of extra-curricular opportunities for KS3/KS4 (e.g. Young Historians)
- Helping to develop and refine collaboration with local schools, for instance to share ideas on best practice or to facilitate student visits to academic symposia and lectures.
- Help with the organisation and coordination of non-residential trips
- Standing in for the Head of Department when and as necessary.

The post holder will report to the Head of Department.

Professional Development Opportunities

There is a strong culture of professional development at the School. In addition to the openly advertised internal promotion and professional development posts, the School also offers a number of external opportunities.

Following the opening of two partnership schools, North London Collegiate School, Jeju (in South Korea), and North London Collegiate School, Dubai, staff in the UK have opportunities to be involved in monitoring visits to South Korea and Dubai, and to be involved in the recruitment and training of their staff. A number of exchange opportunities are available to staff, both to NLCS schools abroad and to partner schools in the USA and Australia.

The School works closely with The Prince's Teaching Institute, which is co-directed by the former Headmistress, Mrs Bernice McCabe. It provides residential, subject-specialist training to the maintained sector and we are proud of our on-going association with the PTI, as well as the opportunities for subject specialist development we are able to offer to NLCS staff through our partnership.

As part of the larger Senior School we benefit from being able to attend lectures and presentations from an eminent number of speakers, including John Bercow, Margaret Beckett, Brian Sewell, Tom Holland and Lord Winston.

Terms and Conditions

North London Collegiate School has its own generous salary scale. A salary review is conducted each year.

The School is a member of a BUPA group scheme; subscription is open to all staff. Staff may pay into the Teachers Superannuation Scheme. NLCS terms are shorter than the maintained sector.

Some staff accommodation is available on site. There is free use of the School's coach service and exclusive use of the indoor swimming pool, fitness suite and sports hall. Staff children who are selected to join the school enjoy 25% fee remission (for up to two daughters).

Applications

Application should be made in writing to the Acting Headmistress, Mrs Alex Wilson, with a letter of application, completed application form and the names and addresses of two professional referees, one of whom should ideally be the Head of the applicant's present school. If applying by email the application form should be sent to Heather Cade, Deputy Heads' PA, who is in charge of teacher recruitment at deputyheadspa@nlcs.org.uk.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment as part of their duties. The successful candidate will be asked to apply to the Disclosure and Barring Service for an Enhanced Disclosure.

Closing date for applications: Monday 27th November at 4.00 pm