



GIGGLESWICK
SCHOOL

**GRADUATE CERAMICIST
AND RESIDENT TUTOR**

Closing date: Friday 30 May 2025

From the Headmaster



Dear Candidate,

I am delighted that you are interested in career opportunities at our School and hope that the following information will assist you in your decision of whether to apply for this role.

Giggleswick is a grounded, friendly and inclusive school, where the learning does not stop at the classroom door. We believe strongly in the benefits of a broad curriculum and enrichment through the co-curriculum, which includes over 80 clubs, clinics and societies happening every week, available to our pupils who come from varied backgrounds and different countries.

At Giggleswick we equip young people with the skills and confidence they need to embrace the world beyond school and lead happy, fulfilling lives. Our approach to education combines excellent academic achievement, ambition and strong self-belief, creating well-rounded individuals with a lifelong desire to learn.

We aim to provide an ambitious education for our pupils, so we employ passionate and energetic teachers who inspire our young people with a love for their subject. Our non-teaching staff occupy a range of valued positions, ensuring our School continues to function and perform outstandingly well. After our last ISI inspection in 2023, we were rated 'Excellent'.

Both staff and pupils feel privileged to work in this beautiful location, within an idyllic natural countryside setting in the Yorkshire Dales, giving life at Giggleswick a real sense of adventure, discovery and well-being. Outdoor pursuits abound and creative minds flourish in our stunning natural environment. Despite our rural location, we are in easy reach of the cities of Leeds and Manchester, both by road and rail.

I am looking for members of staff who excel in everything they do. They must be hard-working, with a strong sense of moral purpose, and ready to embrace employment within our busy and successful boarding and day school.

I believe Giggleswick School is a fabulous community to work and indeed to live within. Staff and their families can take advantage of our beautiful grounds and facilities, including the well-equipped modern gym and swimming pool. Staff also benefit from free lunches in the Dining Hall during term time.

I hope that this gives you a taste of what Giggleswick School is, however, I would be more than pleased to speak to you if you wish to discuss this opportunity further.

Sam Hart
Headmaster





The Role

Summary

The Ceramicist role has been running at Giggleswick for almost 20 years and during this time the position has been taken by an enormous variety of different ceramic artists/potters. There is a strong emphasis on the quality of the applicant's own ceramic work, particularly ceramics that show innovation and experimentation, either within functional ceramics or more sculptural orientated work. Previous teaching experience is not necessary, enthusiasm, knowledge, passion, and an ability to communicate, are the key qualities.

The successful applicant will have a commitment of approximately 12 hours a week to the Art School (term time only). This will involve teaching small groups of pupils and individuals ranging from KS3 pupils through to GCSE and Sixth Form students, in timetabled lessons and an evening prep slot. This may also include Saturday morning lessons. The Ceramicists are encouraged to develop their own projects for the pupils, enabling the Ceramicists to work to their own strengths and it also introduces the students to a constant variation of approaches and skills. There will be plenty of support from the full-time teaching staff.

The role has also included some commitment to helping to run co-curricular clubs; assisting in putting up exhibitions of pupil ceramic work, loading and unloading the kiln/firing amongst other departmental tasks. We would be keen for candidates to be keen to contribute to other aspects of general school life and to participate in the general life of our vibrant Glover Art Department.

There are many reasons for applying for the one-academic year post. The post can be an excellent springboard for anybody thinking about teaching as a career, or it is a good opportunity to focus on developing a body of their own work. The ceramicist will have access to the ceramics facilities in order to develop their own work, and there will be an exhibition at the end of the year.

"Giggleswick has always had a great deal to offer with its extremely broad curriculum, dedicated staff and superb facilities all in a magnificent setting. This is definitely a school to watch."

The Role

Main Duties and Responsibilities

General

- You will be expected to be fully conversant with and implement the school's range of equality and diversity and safeguarding policies and procedures, to ensure the health, safety, and welfare of all pupils and staff.
- To participate in the school's appraisal scheme and undergo further professional development in line with the needs of the school.
- To support with any other duties commensurate with grade and status as may reasonably be requested.

Other

- Other tasks may develop and been added to this role, following suitable training and subject to time available.
- Be fully knowledgeable of the Health and Safety regulations in the area of responsibility.
- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not have been identified. Employees will be expected to comply with any reasonable request from the Head or member of the Senior Leadership Team, to undertake work of a similar level that is not specified in this job description.



The Person

Qualifications, Skills and Experience

Education & qualifications

- A qualification in ceramics/significant experience in ceramics.
- Eligible to live and work in the UK.
- Enhanced transferable DBS certificate (Desirable)
- First Aid at Work (Desirable)

Values/Personal Qualities

- A team player, willing to help with all duties, as well as being able to work alone;
- Ability to prioritise work effectively, using own initiative, thinking calmly, clearly and laterally;
- Good written and verbal communication skills – a friendly and professional manner
- Excellent organisational skills;
- Good people skills with ability to interact confidently in person and on the telephone
- Ability to plan and prioritise own workload and use initiative
- Good work ethic with the desire to deliver a high standard of customer service;
- Willingness to learn and implement new processes.

Skills

- Ceramics, based with any ceramic specialism likely to be beneficial.
- Good IT skills are a bonus, including Microsoft Office Word, Outlook, Teams, PowerPoint, Excel.

Health & Safety

- You have a legal duty to take reasonable care of your own health and safety and that of others and you are expected to be familiar with, and adhere to, Giggleswick School's Health and Safety policy.

School Values

- Ensure your work, communication and approach conforms brand values and style of the school. You will need to be aware and comply with the Giggleswick school rules, policies and procedures at all times, as detailed in the handbook you will be provided with at induction.



The Role

Terms of Appointment

We offer a competitive and desirable package that includes:

- 10-month contract
- The salary would be £14000.00 plus boarding allowance £1790.00, a total of £16148.00 over the 10-month contract.
- This role would come with a one-bedroom flat that will be attached to a Boarding house The accommodation package is worth the equivalent of a further £3198.00 as bills are included.
- Meals are provided during term time.
- Eligibility to join the APTIS pension scheme (Aviva Pension Trust for Independent Schools)
- High quality working environment
- Where relevant, a generous fee remission to Senior & Giggleswick Prep School aged children of the successful candidate (excludes Pre-school)
- Free access to on-site facilities, including gym, sports courts and swimming pool

Hours of work:

Approximately 28 hours per week. Plus 109.5 hours to support events over the 10-month contract.

Ceramicist - The hours will be made up of 12 teaching hours per week.

Resident Tutor - Regular weekly boarding duties approximately 16 hours per week.

Weekly boarding duty hours breakdown:

Weekday duties - 10 (one evening duty, wake ups and break duty)

Weekend duties - 4 (currently usually on Sunday)

Flexible hours - 2 (flexible as required on a weekly basis)

Events

There will also be other events during the term where you would be required to help out. These additional hours equate to roughly 109.5 hours over the 10-month contract as detailed below.

Approx additional breakdown of 109.5 hours to be worked over the contract

Sundays - 57 hours (2 Sundays per term 12-21:30)

Speech Day - 8.5 hours (8-16:30 on Saturday of Speech Day)

Singing & Speaking - 12 hours (16:00-22:00 on Friday plus additional 6 hours for prep time)

House Dinner - 4 (18:00-22:00 - one house dinner held per annum)

INSET - 28 (4 days (2 in August, 1 in January, 1 in April))

The School

Overview

Giggleswick School is a leading independent co-educational day and boarding school in the north of England for children aged 2 to 18, rated 'Excellent' by ISI in 2023. It is exceptionally good at discovering and nurturing individuals' strengths; it is a friendly, supportive community with excellent pastoral care; it provides a breadth of educational opportunities, subjects, and co-curricular activities; and pupils achieve strong academic performance. All of this is delivered by dedicated, high quality teachers and support staff.

What makes Giggleswick distinctive is participation. The school community delights in seeing growth through the experience of trying something new and being surprised at what one can do. Giggleswick's emphasis on wide participation has two other benefits: students not only do the things they excel at, but also learn how to seek and offer support within and between year groups. Participation is also true of the staff in School - they are widely involved in the interests and activities of the pupils, collaborating with them for mutual benefit and enjoyment. The School believes that both factors create the warm respect that exists between pupils up and down the School, and between all staff and pupils.

History

Giggleswick's fascinating five centuries of history started in 1512 when Henry VIII was on the throne. Since his son Edward VI granted the school a royal charter in 1553 it has enjoyed four campus rebuilds, close links with prestigious academia and the Church, and alumni have contributed to all walks of life. Giggleswick's half-millennium of tradition and evolution has earned it a well respected place at the heart and head of its community and the educational landscape of the country.

Over the years, Giggleswick expanded its age range, opened to girls and the curriculum broadened. The landmark School Chapel was built to commemorate Queen Victoria's diamond jubilee and enviable facilities were added, including one of the first heated indoor swimming pools in the country.



The School

Location and Facilities

Giggleswick is perfectly located on the edge of the Yorkshire Dales National Park, home to some of Yorkshire's most iconic scenery and attractions. Manchester, Leeds and York are all just an hour away, with the popular towns of Ilkley, Skipton, Kirkby Lonsdale, Clitheroe and Kendal all within the school's day and flexi boarding catchment area.

With spectacular limestone valleys, picture postcard villages and historic castles, it is a place that stirs the emotions and stimulates the senses. The School's idyllic setting gives life at Giggleswick a real sense of adventure and discovery, where children have the space and freedom to grow as individuals and develop a lifelong love of learning.

The campus and facilities provide an impressive modern learning environment with the Pre-school, Prep and Senior School sharing the 215 acre site. The Richard Whiteley Theatre hosts a full programme of live productions, music and dance, as well as being used for drama lessons and CASE (Creative, Active, Service and Enrichment) activities. Other on-site facilities include the Chapel, The Glover Art Studio, an observatory, a swimming pool and a mountain bike trail. There is also a state-of-the-art multi-activity sports hall and fitness centre, tennis and squash courts, astro-turf for hockey, cricket, rugby and football pitches and a golf course.



Ethos and Values

There is a real sense of community throughout the campus with a happy, relaxed and purposeful atmosphere where pupils are polite and welcoming. The School promotes a real 'can do' philosophy through encouragement and support for pupils to have a go at a range of activities - and the pupils thrive on it. Day pupils are also fully integrated into the life and ethos of the school.

"Pupils attribute the calm atmosphere here to being immersed in the rugged Yorkshire Dales, but it could also be something to do with the small class sizes. This is an unpretentious, roll-up-your-sleeves type of place."

How to apply

For further information and an application pack, please visit our website www.giggleswick.org.uk or contact:
Mrs Joann Cole, Head of Human Resources on 01729 893016, or by email hr@giggleswick.org.uk.

If you would like to apply for this post, please complete and send the following information to

hr@giggleswick.org.uk

- A completed application form (no CVs please)
- A covering letter addressed to the Headmaster, Mr Sam Hart, of not more than two pages summarising your ability related to the information outlined in the role

Closing date: Friday 30 May 2025

Interview date: TBC

Start date: September 2025

We reserve the right to close this vacancy early if we receive a high volume of suitable applications.

Equal Opportunities Employer

Giggleswick School is committed to eliminating discrimination and encouraging diversity amongst our employees. We aim to provide quality and fairness for all job applicants and employees and not to discriminate, or to receive less favourable treatment, on grounds of age, disability, race, gender reassignment, marriage and civil partnership, pregnancy and maternity, religion or belief, sex or sexual orientation, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Employment decisions will be made on the basis of each applicant's job qualifications, skills, experience, and abilities. Applicants or employees with questions or concerns relating to discrimination for any of the reasons listed above should contact our Human Resources Department, hr@giggleswick.org.uk.

Child Protection and Safeguarding Policy

Giggleswick School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment by complying with the School's Child Protection Policy, Staff Code of Conduct and safeguarding policies and procedures at all times. If in the course of carrying out the duties, you become aware of any actual or potential risks to the safety or welfare of children in the school you must report any concerns to the School's Designated Safeguarding Lead immediately.

Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and The Disclosure and Barring Service.

All school policies can be found on our website, www.giggleswick.org.uk



How to find us

Giggleswick School is perfectly located between the Yorkshire Dales National Park and the Lake District, with the cities of Leeds, Manchester and York just over an hour away.



SCHOOL

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Giggleswick is a registered charity no 1109826