



St Philomena's

Catholic High School for Girls

KEY STAGE 3 COORDINATOR OF SCIENCE ST. PHILOMENA'S CATHOLIC HIGH SCHOOL FOR GIRLS

PERSON SPECIFICATION:

The Governors will consider applications on the basis of each candidate's ability to meet the following essential criteria:

Selection Criteria	Essential: These are qualities without which the Applicant could not be appointed	Desirable: These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	Application: A Interview: I Reference: R
Qualifications	<ul style="list-style-type: none"> QTS (Secondary age range) Degree level (or equivalent) qualification in appropriate subject 		A A
Experience	<ul style="list-style-type: none"> Successful experience teaching Science in a school with students aged 11-18. Management experience as relevant to the post. 		A I R A I R
Skills	<ul style="list-style-type: none"> Experience of teaching Key Stages 3, 4 and preferably 5 Sciences Physics to students of a range of abilities including high attaining students with outstanding outcomes Ability to review, evaluate and learn from own classroom practice Ability to work well as part of a team and as an individual Ability to quickly establish effective working relationships with a variety of individuals Ability to work closely with line manager Ability to motivate and co-ordinate the work of others Ability to identify needs and trends within a department and to prioritise action Ability to identify actions that will lead to positive outcomes Ability to lead and manage change Ability to use ICT in teaching 		A I R A I A I A I R A I R A I A I R A I R A I

Attributes	<ul style="list-style-type: none"> • An interest in how young people learn • Initiative • Keen to trail and implement new pedagogy • Optimism, vision and creativity • Patience and sensitivity • Determination • Integrity, reliability and consistency • Adaptability and resilience • Able to work with and manage different people 		A I A A I A A I A I A I R A I
Specialist Knowledge	<ul style="list-style-type: none"> • An outstanding understanding of teaching and assessing at Key Stage 3 • An outstanding understanding of the Key Stage 3 National Curriculum in terms of both content and assessment • A sensitive understanding of how young people learn • An understanding of the role of data handling/target setting within a department • Monitoring and review, e.g., lessons, resources, development, INSET • Planning, for example; lessons, schemes of work, school development plan • Internal and external communications • Contribute to the Department Development Plan and Self Evaluation Form • Managing meetings effectively • An understanding of pedagogy in Science Teaching • Key Stage 3 Coordinator will be expected to develop, implement and effectively manage the British Science Week • An ability to lead and respond to change • Ability to understand and demonstrate commitment to work within and promote compliance with the Equality Act (2010) through the School's Equality Duty Information and Objectives Document. • Ability to comply with policies and procedures relating to child protection, health, safety and security, confidentiality, and data protection. 		A I R A I A I A I A I A I R A I A I A I A I A I A I
Special Requirements	<ul style="list-style-type: none"> • A willingness to support/uphold the Catholic ethos of the school. • Working knowledge of the Data Protection Act. • Flexible approach to working hours to meet the needs of the organisation. • To participate fully in the life of the school • Commitment to the value of single sex secondary education • Outstanding role model. • Commitment to safeguarding and promoting the welfare of children and young people • Ability to understand and demonstrate commitment to Work within and promote compliance with the Equality Act (2010) through the School's Equality Duty Information and Objectives Document. • Ability to comply with policies and procedures relating to child protection, health, safety and 		A I A I A I A I A I A I A I A I A I

	<p>security, confidentiality, and data protection.</p> <ul style="list-style-type: none"> • Must satisfy relevant pre-employment checks. • This post will involve contact with vulnerable groups (children, young people and/or adults) and is therefore exempt from the Rehabilitation of Offenders Act 1974 and subject to an Enhanced Disclosure and Barring Service (DBS) check. This exemption means that applicants for this post are required to declare all criminal convictions, cautions, reprimands and bind-overs both spent and unspent in their application, regardless of the passage of time. 		
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