

Recruitment Application Pack

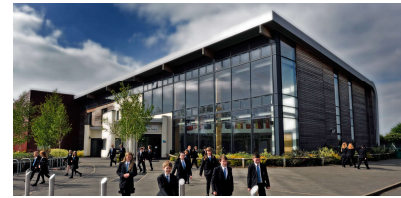
Spencer Academies Trust

Lead Teacher/ Associate Director English

L1-9 (within a 5 point range)

Contents

Message from Director of Secondary Education	2
About our Trust.....	3
Our family of schools	3
Our Mission, Vision, Beliefs and Behaviours.....	5
About the role	7
How to Apply.....	8
Job Description.....	9
Person Specification	12
Terms and Conditions	14



Welcome

Thank you for your interest in this role within Spencer Academies Trust (SAT). The role offers a unique and exciting opportunity for an inspirational teacher who is passionate about their subject area and being in the classroom to make a difference to a much wider group of young people than in one school. In Year 11 alone, there are currently almost 1800 students across our Trust. As a Trust we have grown from four secondary academies in January 2018 to eight this academic year and the successful candidate will be a critical member of an expanding and influential team of school improvement professionals.

We are inviting applications from outstanding and impactful teachers from at any stage of their career who are excited about being part of our team and innovative approaches to working. Applications are welcome from colleagues whether you are in your third or your thirtieth year of teaching; whether you are a currently a main scale teacher or have departmental or additional responsibilities.

You will have the opportunity to work alongside an experienced group of Subject Directors, with structures that make cross-school working exciting and straightforward – all of our core subjects work to the same examination boards and have common assessments. Working together with these gifted leaders will give you an unprecedented insight into cross-school or 'system' leadership and prepare you well for the next stage of your own career development. Our Teaching School, Research School, SCITT and Maths Hub will be there every step of the way to provide professional learning and support your professional development and career progression.

Colleagues within our Trust belong to a strong collaborative educational community and benefit from a wide range of professional networks, providing supportive and developmental opportunities. Those we recruit will naturally share our values, and be highly motivated to work with all our stakeholders and colleagues, and continually develop their skills, in pursuit of personal and professional excellence, together making a significant impact on the lives of our students.

If you are excited and motivated by this opportunity to join us, and feel you can meet the challenge and be part of our successful and dynamic team, then we would be delighted to receive your application.

I look forward to hearing from you.

Fraser Mitchell – *Secondary Director of Education*

About our Trust

We became a Multi-Academy Trust in March 2012 starting with our local partner primary schools. We have now evolved into a medium-sized Trust – continually learning and developing together. We have made a commitment to work with other schools and share our expertise. We are relentless, in our focus on results, high achievement, and high expectations.

Our Family of Schools:

School	Phase	Date joined the Trust	Current Ofsted Grade
George Spencer Academy	S	1 September 2010	Outstanding, May 2015
Chetwynd Primary Academy	P	1 April 2012	Good, July 2018
Wyndham Primary Academy	P	1 September 2012	Outstanding, May 2014
Fairfield Primary Academy	P	1 September 2013	Good, July 2016
Portland Spencer Academy	P	1 February 2014	Good with Outstanding for Leadership & Management, Personal Development, Behaviour & Welfare, January 2017
Glenbrook Primary School	P	1 April 2014	Good, February 2017
Sunnyside Spencer Academy	P	1 May 2014	Good with Outstanding for Leadership and Management, July 2017
Heanor Gate Science College	S	1 September 2014	Good, March 2017
Long Field Academy	S	1 April 2015	Good, February 2018
Inkersall Primary Academy	P	1 September 2015	Requires Improvement with Good for Leadership & Management and Early Years provision, May 2018
Derby Moor Community Academy	S	1 January 2018	Good, December 2017
John Port Spencer Academy	S	1 February 2018	No inspection since conversion
Rushcliffe Academy	S	1 October 2018	Outstanding, February 2014
Arnold Hill Academy	S	1 October 2018	No inspection since conversion
Farnborough Academy	S	1 October 2018	No inspection since conversion
Hilton Primary	P	1 October 2018	Good, July 2014
Ashwood Spencer Academy	P	1 November 2018	No inspection since conversion
St Giles Special School	P	Joining 1 September 2019	Outstanding December 2016

Mease Spencer Academy	P	Opened 1 September 2019	
Chellaston Fields Spencer Academy	P	Opened 1 September 2019	
Sharphill (Spencer) Academy	P	Opening September 2020	
Clover Leys Spencer Academy	P	Opening September 2021	
Highfields Spencer Academy	P	Opening September 2021	



Our Mission, Vision, Beliefs and Behaviours

Mission

Our Mission is to provide high quality education and deliver the best possible outcomes for children and young people, with an ethos based on our unshakeable ambition to be a high performing academy sponsor of outstanding schools. We strive to be a highly effective organisation, which values and promotes high aspiration, working in partnership and shared responsibilities. We regard all of our stakeholders, students, parents and staff as one team.

Vision

The Spencer Academies Trust is an exceptional Trust, which provides an outstanding education for local children. Our Trust is a model of national excellence. We work collaboratively to achieve the best possible outcomes for all young people, in an environment where partnership is valued and success is celebrated. Our education delivers real life experiences for students, promotes independent enquiry and stimulates intellectual curiosity; whilst developing a strong sense of individual responsibility and a personal belief and confidence. All of our students fulfil their potential and make unparalleled progress. They are fully prepared for the next phase of their education and have unrivalled opportunities to become future leaders.

We Believe:

- All children have a right to a quality education regardless of background or ability, and have an entitlement to the opportunity of a secure progression route in their learning and development.
- Schools are stronger when they work in collaboration with each other, operate within a 'family' and are open to a true sense of partnership.
- We grow the effectiveness and sustainability of our schools by developing the people within them, and that through shared and equitable responsibility for quality and outcomes; we achieve more.

Our Trust Behaviours

- Straight talking and sincere



SPENCER
ACADEMIES TRUST

SPENCER
ACADEMIES TRUST

- Love to deliver
- Obsessive about detail
- Strive to do it differently
- Share responsibility, celebrate success together

Our Leadership Behaviours

- Leadership by example
- Passion for people
- Coaching not critiquing
- Understand your impact
- Having humility

About the Role – Lead Teacher or Associate Director

We are seeking to appoint an inspirational Lead Teacher/Associate Director of English to work within the Education Improvement Team, deployed directly into academies, taking responsibility for the quality of individual subject provision and delivery, curriculum teaching and assessment. You will be a proven outstanding teacher who is passionate about their subject – experience as a Head of Faculty or Subject is not essential.

Working alongside our team of experienced Trust Subject Directors, you will be deployed in 2/3 Academies either in Derby/Derbyshire or Nottingham City/Shire during the academic year, playing a crucial part in raising standards and outcomes through the delivery of your excellent practice. In addition you will support your colleagues through leading by example, coaching and CPD. There may be an opportunity to progress to the future role of Trust Subject Director.

You will be an outstanding and inspirational teacher, with a track record of excellent results and will have the potential to embed good practice and build capacity. We require a colleague who is committed to high standards of learning and student progress, who can help our students to reach their potential. You will enjoy access and support from our family of schools, professional learning from our high performing Teaching School and also innovation and evidence informed practice from our Research Schools.

If you would like an informal discussion with Fraser Mitchell, Secondary Director of Education, please contact Lisa Clark on 08455 651870 or by email lisaclark@satrust.com.

For more information about the Trust: www.satrust.com

How to Apply

Thank you for your interest in this exciting opportunity to join an expanding team of professionals in your field with our Trust.

To apply, please complete the on-line application form available at <http://satrust.com/vacancies> attaching a CV and making sure you clearly evidence your achievements against the person specification.

For us to adhere to safer recruitment guidelines and best practice, please ensure your completed application form:

- (i) accounts for any gaps in employment, and
- (ii) provides detail of all your employment by month as well as year.

Please also include the names, addresses, phone numbers and email contact details of two professional referees who must be your current and previous employers.

If you have any questions regarding the role or would like an informal discussion with the Fraser Mitchell, Secondary Director of Education please contact Lisa Clark on 08455 651870 or email lisaclark@satrust.com

Application closing date: 8.a.m Monday 14th October 2019

All applications will be acknowledged

Spencer Academies Trust is an equal opportunities employer.

Spencer Academies Trust is committed to safeguarding and promoting the safety and wellbeing of children and young people. This post will be subject to all relevant pre-employment checks including enhanced DBS with children barred list and completion of Level 2 safeguarding training.

Job Description

Establishment: Spencer Academies Trust
Post Title: Lead Teacher/Associate Director English
Grade/Pay Range: L1-L9 (a 5 point range)
Hours/weeks: Full time
Reporting to: Subject Director English
Department/Team: Trust Subject Specialist Team

Overall Purpose of Post

The Lead Teacher/Associate Director is part of a team of subject professionals that take responsibility for the quality of individual subject provision and delivery, curriculum teaching and assessment. The Lead Teacher role is to provide the highest standards of teaching and leadership as an excellent subject practitioner, maximising GCSE outcomes as part of our Trust Subject Specialist Team/Education Improvement Team within our Trust secondary academies.

You will be working closely with the Trust Subject Directors for your subject and the individual academies Curriculum Leaders to ensure that all students receive a curriculum offer that enables them to reach their potential and successfully progress to the next stage of their learning,

You will be deployed within two or three academies during the academic year, playing a crucial part in raising standards and outcomes through your outstanding practice and supporting colleagues through appropriate professional learning, development and coaching. You will have continued access and support to an inspirational and outstanding team of teachers and leaders, underpinned by professional opportunities provided by our Teaching and Research Schools.

Main Duties and Responsibilities

You will be required to carry out the following duties. The nature of the Academy year requires some of these tasks to be done regularly whilst others will be on an annual cycle.

The post holder will be expected to use all Trust standard computer hardware and software packages where appropriate. Specific responsibilities include:

- To provide consistently excellent teaching and learning within the Trust's secondary academies, securing improving outcomes at GCSE English Language and Literature
- To create a culture of constant and rapid improvement within English departments, leading CPD and coaching to set high expectations of teaching and learning
- To evaluate the current Secondary English curriculum provision and its impact across our academies, identifying areas for improvement and leading development strategies

- To regularly analyse data and report progress to the Academy Principal, Subject Directors and Director for Secondary Education, leading the development and implementation of intervention strategies

Teaching and Learning

To provide consistently excellent teaching and learning within the Trust's secondary academies, securing improving outcomes at GCSE English Language and Literature

- Consistently and effectively teaching the National and Academy curriculum
- Assessing and recording pupil progress, ensuring prompt feedback to maximise impact
- Establishing an 'open door' policy for colleagues to ensure best practice is disseminated
- Showing flexibility to respond to the needs of the Trust's academies, working within 2-3 schools through an academic year
- Ensuring the learning environment is both stimulating for learning, as well as maintaining clear regard for health and safety
- Create a culture of constant and rapid improvement within English/maths/science departments, leading CPD and coaching to set high expectations of teaching and learning
- Raising standards of teaching and learning in English through leading CPD and coaching programmes within the Trust's secondary academies
- Raising pupil aspirations and outcomes at all levels by sharing good practice and leading by example
- Leading the department in key areas to raise outcomes at KS4
- Coaching and mentoring colleagues in a positive and constructive manner, ensuring consistent standards of teaching and learning across departments
- Providing expertise around KS4 subject specification and leading research around curriculum
- Contributing to the academy procedures for lesson observation; implementing academy quality assurance procedures around teaching and learning

Evaluation and Data

- Evaluate the current Secondary English curriculum provision and its impact across our academies, identifying areas for improvement and leading development strategies
- Leading the development of schemes of learning, supporting their dissemination across our academies
- Contributing to monitoring and evaluation of existing practices, leading the development of approaches, strategies and schemes
- Sharing good practice with pupils and staff through internal communication and social media channels
- Developing an online platform of resources for pupils
- To regularly scrutinise data and report progress to the academy Principal and Subject Directors, leading the development and implementation of intervention strategies

- Meeting regularly with Principals, the Subject Directors and Curriculum Leaders of English/Maths/ Science to analyse progress and attainment data, identifying gaps and planning for interventions
- Leading pupil intervention strategies within academies
- Providing focused strategies for raising attainment on specific GCSE English Language and Literature questions
- Working alongside the Subject Directors in the development of the English curriculum across the Trust's academies

General

- Work in a professional manner and with integrity and maintain confidentiality of records and information.
- Maintain up to date knowledge in line with national changes and legislation as appropriate to the role.
- Be aware of and comply with all Trust policies including in particular Health and Safety and Safeguarding.
- Participate in the Trust Appraisal process and undertake professional development as required.
- Adhere to all internal and external deadlines.
- Contribute to the overall aims and ethos of the Spencer Academies Trust and establish constructive relationships with nominated Academies and other agencies as appropriate to the role.
- These above mentioned duties are neither exclusive nor exhaustive, the post- holder maybe required to carry out other duties as required by the Trust.

Spencer Academies Trust is committed to safeguarding and promoting the welfare of all our students and expects all employees and volunteers to share this commitment. All posts are subject to enhanced DBS checks and completion of Level 2 safeguarding training.

Person Specification – Lead Teacher/Associate Director

	Essential	Desirable
Qualifications and Experience		
Graduate with qualified teacher status	✓	
An awareness of current issues in Subject education	✓	
Knowledge of national curriculum requirements at KS3	✓	
Knowledge of courses and requirements at KS4	✓	
Understanding of use of data to assess and inform teaching and learning	✓	
Experience of exam board subject marking		✓
Experience of leading, developing and enhancing the teaching practice of other staff		✓
An excellent classroom practitioner that can model best practise	✓	
Relevant management experience	✓	✓
Teach intervention groups at KS3 and KS4	✓	
Excellent classroom practitioner		
Knowledge and skills		
Good organisational and personal management skills	✓	
Effective planning and teaching	✓	
Effective behaviour/classroom management	✓	
An ability to demand high standards	✓	
Ability to lead	✓	
Ability to work independently and be a team player	✓	
Ability to develop and support other staff to develop a variety of teaching strategies	✓	
Ability to enthuse and direct students and staff towards raising expectations and levels of achievement	✓	
The ability to meet deadlines	✓	
Good ICT skills	✓	
Personal qualities		
Flexible and committed to work across our group of partnership schools	✓	
Takes the initiative	✓	
Is self-motivated	✓	
Work in ways that promote equality of opportunity, participation, diversity and responsibility	✓	

A commitment to abide by and promote The Spencer Academies Trust (SAT) Group Equal Opportunities, Health and Safety and Child Protection Policies	✓	
A commitment to the ethos and values of the SAT	✓	
To display a responsible and co-operative attitude to working towards the achievement of the SAT's aims and objectives	✓	
An ability to respect sensitive and confidential work	✓	
Commitment to own personal development and learning	✓	
The post holder will require an enhanced DBS	✓	
Commitment to the highest standards of child protection and safeguarding	✓	
Recognition of the importance of personal responsibility for health and safety	✓	
Commitment to the Trust's ethos, aims and whole community.	✓	

Terms and Conditions

Term	Permanent from September 2019
Salary	L1-9 (within a 5 point range depending on experience)
Pension	Teachers' Pension Scheme
Hours	Full time position
Holidays	School holidays are in place, but Lead Teachers/Associate Directors can expect to work or run sessions within them, and be aware that different holidays across counties within the Trust make this highly likely.
Expenses	Approved travel expenses are paid in full at agreed rates.
Office Accommodation	<p>The registered place of work will be:</p> <p>SAT Offices based at George Spencer Academy, Arthur Mee Road, Stapleford, Nottingham, NG9 7EW.</p> <p>However, the person appointed will be regularly required to work at the different locations within the Trust. In future the Trust Executive Team may relocate to a location within the boundaries of the Trusts Academies.</p>
Right to work	The successful applicant will need to provide proof of the right to work in the UK before taking up the post
Safeguarding	The successful applicant will need to complete level 2 safeguarding training (online) prior to taking up the post.