



Dowdales School
A proud, thriving, ambitious community

As One
Aim High
Lead by Example

DOWDALES SCHOOL VACANCY

APPLICATION PACK 2024



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Welcome | About Us

from Ms Aubrey, Headteacher

We are a proud, thriving, ambitious community. We maintain the proud traditions of everything 'Dowdalian'. We are a school judged Ofsted 'GOOD' in all areas. July 2019.

Thank you for taking an interest in our school and considering an application for a post to join our team.

Students and staff are proud to be part of the Dowdales community, proud of a community that has been recognised as 'close knit' where 'pupils are well known and well cared for'. At Dowdales students feel safe, are well supported and are recognised as having good manners.

All staff have high expectations of what students can achieve and their strong subject knowledge allows students to make good progress and excel. In addition, our teaching also develops a strong moral purpose as we guide students to debate social justice and equal opportunities. Our teaching has been judged as highly effective.

Outcomes at Dowdales are good and above national averages. Students have a solid and varied curriculum. Our curriculum is judged as a real 'strength' with 'clear intent and vision'. Students can follow subjects that they are interested in at GCSE and that will lead them to the careers/progression that they wish to take. Many students move to A-level and university or to jobs in the local area such as higher level BAE apprentices.

At Dowdales students are well known and cared for. Our pastoral systems are strong and teachers plan to ensure that the behaviour in lesson supports an atmosphere of learning.

Our extra-curricular and enrichment provision allows students to enjoy and pursue their interests, whether that be Sport, STEM, Creative/Performing Arts or Languages. Our exciting partnerships allow students to work with professionals from companies such as the Royal Shakespeare Company, Birmingham Royal Ballet, Lancaster University, The Wordsworth Trust and more.

Dowdales is an exciting place to work; we are proud to be Dowdales. We look forward to your application to work in our school.

Ms E Aubrey

Headteacher





Dowdales opened in 1928, then called Dowdales Central School. It was originally attended by some 240 boys and girls. The school was chosen as an education establishment for its beautiful grounds which houses a mansion at the top of the tree lined drive.

The stone turreted mansion was built as a private residence for the Ashburner family and still bears the Ashburner family crest in stone high up on the main façade.

Dowdales and the local area

The school is now attended by over 800 students and has benefitted from many extensions and adaptations adding further character to the extensive parkland ground.

It is testament to the school that students and staff, both past and present, are proud to call themselves Dowdalian.



Dalton in Furness is situated on the fringe of the Lake District and at the centre of the Furness peninsula.

The town has a small number of light industries, but is largely a farming and dormitory community dependent upon the industries of Barrow and Ulverston. Fine beaches and the Furness Fells are on the doorstep and the immediate locality has a wealth of attractive countryside, moorland and small villages with a thriving community life.

There is a wide variety of housing, both within the town of Dalton and in the surrounding areas. Further recreational and cultural opportunities also exist in the area including the Lake District National Park.

Dalton railway station is close by offering regular train connections to Ulverston, Lancaster, Preston and Barrow in Furness. There are nearby bus stops with connections to Ulverston, Kendal, Barrow in Furness and the surrounding villages.

VACANCY

TEACHER OF DESIGN & TECHNOLOGY

Permanent position

Full Time

Salary Scale

Teachers Salary Scale plus

Closing Date for Applications

Friday 8th March 2024, 9am

Position to Commence

1st September 2024

Interview Date

W/C 11th March 2024

HOW TO APPLY FOR A VACANCY

If you would like to apply for a vacancy at Dowdales School please visit our website www.dowdalesschool.co.uk or contact us on 01229 469800 for an application pack.

Please fully complete the application form and the Disclosure and Barring Service Applicant Statement and return this to:

Mrs N Royle, Dowdales School, Nelson Street, Dalton-in-Furness, Cumbria, LA 15 8AH or email nroyle@dowdales.cumbria.sch.uk.

Please read the guidance notes before completing this application. Please note that a CV will not be accepted.

If you are shortlisted, references will be taken up prior to your interview. Any applicants called for interview who have submitted an electronic application will be required to sign their application form at interview. At interview applicants are requested to bring the original documentation of their qualification.

Applicants who have not received an invite to interview within three weeks of the specified closing date should assume that they have not been shortlisted.

Dowdales School is committed to Safeguarding and promoting the welfare of children and young people. To achieve our commitment, we will ensure continuous development and improvement of robust Safeguarding processes and procedures that promote a culture of Safeguarding amongst our staff and volunteers. The successful applicant will be required to undertake child protection screening, including references from past employers and an enhanced check with the Disclosure and Barring Service. PLEASE NOTE THAT WE ARE UNABLE TO ACCEPT CV'S AND AN APPLICATION FORM MUST BE COMPLETED

THE DESIGN & TECHNOLOGY DEPARTMENT

Design and Technology is a key department at Dowdales School and is a popular option choice. The DT department consists of three full time teachers and a technician. Design and Technology is a developing faculty (due to new course and changing staffing); we are looking to appoint an enthusiastic teacher who will relish the challenge of playing a full role in our successful department. The department is lead very successfully by the Academic Team Leader for DT with outcomes for students matching or outperforming national averages. We are also planning to further strengthen the leadership of this faculty.

Uptake at KS4 is very high - with approximately 120 students (70%) of our cohort opting for a KS4 course in this curriculum area and we are looking to further strengthen this provision. Design and Technology is a key subject within our local area with many of our students progressing to apprenticeships and further apprenticeships. We have strong links with local businesses and the local further education college - Furness College in Barrow.

The department is housed in 2 workshops, 2 food rooms and a textiles classroom. It also has a small computer room and a suite of laptops.

The current curriculum is as follows:

Year 7: 2 lessons per week taught as a double lessons (carousel of different subjects)

Year 8: 2 lessons per week taught as a double lessons (carousel of different subjects)

Year 9: 2 lessons per week taught as a double lessons (carousel of different subjects)

Year 10/11: 3 lessons per week of the following option subjects:

- GCSE Food Preparation and Nutrition
- GCSE Design and Technology (Two areas: Textiles and Woods, metals and plastics)
- BTEC (Year 11) and Cambridge National (Year 10) Engineering

The department run a variety of STEM extra-curricular activities which include Lego League, Patch Textiles club and Engineering clubs. In conjunction with the Barrow Engineering Project and local Rotary clubs the department regularly attend and take part in the following competitions; Rotary young chef competition, Rotary young textiles technologist, Rotary technology tournament, Faraday challenge, Future Engineers with BAE and the Furness Big Bang events. In the past we have also had a successful Greenpower car club, downhill racer team and Young Architects group all of which are areas which could be developed by a new member of staff.

JOB DESCRIPTION

TEACHER OF

DESIGN & TECHNOLOGY

TEACHER: MAIN SCALE

POST PURPOSE:

To ensure that outcomes for students are the best they can be. In achieving this you will discharge the professional duties of teachers as described in the latest Pay and Conditions of Service document for Teachers (STPCD) including the current Teachers' Standards.

RESPONSIBLE TO:

The Headteacher through the Senior Leadership Team

You are responsible for:

Leading Teaching and Learning by:

- Setting high expectations which inspire, motivate and challenge students
- Identifying clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the students being taught and in line with the school's Teaching and Learning Policy
- Setting appropriate and high expectations for students' learning and behaviour
- Ensuring that work is differentiated to the needs of whole school classes and individual student's needs
- Setting clear targets for students' learning, building on prior attainment and considering each student as an individual
- Using data to identify and plan for groups of students: Gifted and Talented and more able, special educational needs or a disability, Children Looked After and Disadvantaged Students
- Ensuring effective teaching of whole classes, groups and individuals so that teaching objectives are met, challenge is maintained, and best use is made of teaching time
- Using teaching methods which keep students engaged, including stimulating students' intellectual curiosity, effective questioning and response, clear presentation and good use of resources
- Setting high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships following the school's Consistent Behaviour Management Policy
- Ensuring that students are thoroughly prepared for their internal and external examinations and that all examination coursework is completed and marked according to examination board and departmental criteria and is kept safe and secure at all times
- Providing activities to extend and challenge students and to support preparation for external examinations
- Contributing to students' social, moral, cultural, spiritual and citizenship development
- Demonstrating an understanding of and taking responsibility for promoting high standards of Literacy, articulation and the correct use of Standard English, whatever your specialism

Monitoring and Assessing Student Progress:

- Marking and monitoring students' class and homework by providing constructive oral and written feedback, setting targets for students' progress and planning for student reflection following the school's Marking and Assessment Policies
- Assessing how well learning objectives have been achieved and use this assessment for future teaching
- Maintaining full records of homework, attainment and examinations for students taught
- Producing and analysing teaching group examination predictions and results as requested by the Academic Team Leader
- Providing assessment and report information in a timely manner, in line with school policies and procedures
- Meeting the dates for the completion of Records of Achievement/ Assessment Profiles at the appropriate times as issued on the school assessment schedule
- Participating in departmental discussions of student numerical targets and their progress towards these and of the development of strategies to meet the departmental numerical target
- Contributing to the preparation of the Departmental Improvement Plan as appropriate

JOB DESCRIPTION

Resources within the Department:

- Ensuring that classrooms present a stimulating and tidy environment
- Implementing the school's Health and Safety Policy

Professional Development:

- Keeping up to date with research and developments in pedagogy practice and curriculum
- Evaluating, reviewing and developing teaching and classroom practice
- Building up a thorough understanding of professional responsibilities in relation to school policies and practices
- Setting a leading example to the students through presentation and personal conduct
- Participating in the school's appraisal arrangements
- To read and understand your role as outlined in the Child Protection Policy and other safeguarding policies including those relating to Prevent

Communication with Parents:

- Attending any appropriate meetings with parents/carers including Parents' Evenings and any other school
- meeting necessary for the smooth running and development of the school within the guidelines issued in the current STPCD
- Providing informative reports to parents/carers in line with the school's Reporting Policy
- Raising, in consultation with the Academic Team Leader, particular concerns regarding students with parents/carers

Internal Communication:

- Actively participating in shaping and contributing to the department with department team colleagues and Academic Team Leaders/Subject Leaders
- Providing information required by Achievement Leaders, SENCO or the Senior Leadership Team
- Actively participating in Departmental Meetings
- Liaising with the Achievement Leaders and Academic Team Leaders to ensure the implementation of the Consistent Behaviour Management Policy
- Attending departmental and any other school meeting necessary for the smooth running and development of the school within the guidelines issued in the current STPCD

Staff Absence:

- Ensuring that, where possible, if appropriate, work has been set and that the resources required are available
- Supporting supply staff who are working within the department

Specific Tasks and Responsibilities

- Ensuring that classrooms present a stimulating and tidy environment
- Implementing the school's Health and Safety Policy

Developing the School Ethos

The Governors of Dowdales would expect the post holder to:

- Be involved in enrichment activities in line with the ethos of the school
- Play a full part in the life of the school community
- Support its distinctive mission and ethos and to encourage and ensure staff and students follow this example
- Contribute significantly, where appropriate, to implement the policies and practices of the school and to promote collective responsibility for their implementation

*Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The school will endeavour to make any necessary reasonable adjustments to the job and working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description does not form part of the Contract of Employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out.

The job description is current at the date below but will be reviewed on an annual basis. It may change to meet the changing demands of the school at the reasonable discretion of the Headteacher and in discussion with the post holder.

TEACHER OF

DESIGN & TECHNOLOGY

TEACHER: UPPER PAY SCALE

POST PURPOSE:

To ensure that outcomes for students are the best they can be. In achieving this you will discharge the professional duties of teachers as described in the latest Pay and Conditions of Service document for Teachers (STPCD) including the current Teachers' Standards.

RESPONSIBLE TO:

The Headteacher through the Senior Leadership Team

You are responsible for:

Leading Teaching and Learning by:

- Setting high expectations which inspire, motivate and challenge students
- Identifying clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the students being taught and in line with the school's Teaching and Learning Policy
- Setting appropriate and high expectations for students' learning and behaviour
- Ensuring that work is differentiated to the needs of whole school classes and individual student's needs
- Setting clear targets for students' learning, building on prior attainment and considering each student as an individual
- Using data to identify and plan for groups of students: Gifted and Talented and more able, special educational needs or a disability, Children Looked After and Disadvantaged Students
- Ensuring effective teaching of whole classes, groups and individuals so that teaching objectives are met, challenge is maintained, and best use is made of teaching time
- Using teaching methods which keep students engaged, including stimulating students' intellectual curiosity, effective questioning and response, clear presentation and good use of resources
- Setting high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships following the school's Consistent Behaviour Management Policy
- Ensuring that students are thoroughly prepared for their internal and external examinations and that all examination coursework is completed and marked according to examination board and departmental criteria and is kept safe and secure at all times
- Providing activities to extend and challenge students and to support preparation for external examinations
- Contributing to students' social, moral, cultural, spiritual and citizenship development
- Demonstrating an understanding of and taking responsibility for promoting high standards of Literacy, articulacy and the correct use of Standard English, whatever your specialism

Monitoring and Assessing Student Progress:

- Marking and monitoring students' class and homework by providing constructive oral and written feedback, setting targets for students' progress and planning for student reflection following the school's Marking and Assessment Policies
- Assessing how well learning objectives have been achieved and use this assessment for future teaching
- Maintaining full records of homework, attainment and examinations for students taught
- Producing and analysing teaching group examination predictions and results as requested by the Academic Team Leader
- Providing assessment and report information in a timely manner, in line with school policies and procedures
- Meeting the dates for the completion of Records of Achievement/ Assessment Profiles at the appropriate times as issued on the school assessment schedule
- Participating in departmental discussions of student numerical targets and their progress towards these and of the development of strategies to meet the departmental numerical target
- Contributing to the preparation of the Departmental Improvement Plan as appropriate

Resources within the Department:

- Contributing to the development of Schemes of Work that contain a wide and varied bank of resources to stimulate student interest and learning
- Selecting and making good use of learning resources to enable teaching objectives to be met
- Ensuring that stock and equipment is well cared for and economically used
- Ensuring that classrooms present a stimulating and tidy environment
- Implementing the school's Health and Safety Policy

JOB DESCRIPTION - UPS

Professional Development:

- Keeping up to date with research and developments in pedagogy practice and curriculum
- Evaluating, reviewing and developing teaching and classroom practice
- Building up a thorough understanding of professional responsibilities in relation to school policies and practices
- Setting a leading example to the students through presentation and personal conduct
- Participating in the school's appraisal arrangements
- Identifying professional development needs, driving this development and sharing developments with others so as to improve learning and outcomes

Communication with Parents:

- Attending any appropriate meetings with parents/carers including Parents' Evenings and any other school meeting necessary for the smooth running and development of the school within the guidelines issued in the current STPCD
- Providing informative reports to parents/carers in line with the school's Reporting Policy
- Raising, in consultation with the Academic Team Leader, particular concerns regarding students with parents/carers

Internal Communication:

- Actively participating in shaping and contributing to the department with department team colleagues and Academic Team Leaders/Subject Leaders
- Providing information required by Achievement Leaders, SENCO or the Senior Leadership Team
- Actively participating in Departmental Meetings
- Liaising with the Achievement Leaders and Academic Team Leaders to ensure the implementation of the Consistent Behaviour Management Policy
- Attending departmental and any other school meeting necessary for the smooth running and development of the school within the guidelines issued in the current STPCD

Staff Absence:

- Ensuring that, where possible, if appropriate, work has been set and that the resources required are available
- Supporting supply staff who are working within the department

Specific Tasks and Responsibilities

- Being highly competent in all elements of the Teachers' Standards ensuring that your achievements and contribution to the school are substantial and sustained
- Demonstrating a substantial impact on the school beyond your own class/group(s) over a sustained period
- Demonstrating over a sustained period an ability to support students to meet or exceed expected levels of progress/achievement
- Demonstrating an ability to coach, mentor, advise and share best practice with other teachers to enable them to improve their teaching practice
- Being a Form Tutor or a Progress Mentor and carrying out the duties outlined in the Staff Handbook
- Collaborating with colleagues and relevant professionals beyond the school
- To read and understand your role as outlined in the Child Protection Policy and other safeguarding policies including those relating to Prevent

Developing the School Ethos

The Governors of Dowdales would expect the post holder to:

- Be involved in enrichment activities in line with the ethos of the school
- Play a full part in the life of the school community
- Support its distinctive mission and ethos and to encourage and ensure staff and students follow this example
- Contribute significantly, where appropriate, to implement the policies and practices of the school and to promote collective responsibility for their implementation

*Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The school will endeavour to make any necessary reasonable adjustments to the job and working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

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TEACHER OF DESIGN & TECHNOLOGY

POST PURPOSE:

To monitor, evaluate and raise standards across the subject. To lead and manage teaching and learning within the subject ensuring outstanding outcomes for students. To have a clear vision for the subject which supports the school priorities and ethos and raises standards.

RESPONSIBLE TO:

The Headteacher through the Senior Leadership Team Line Manager

In addition to discharging the professional duties described in the latest Pay and Conditions of Service document for Teachers (STPCD), including the current Teacher Standards, you are responsible for:

Leading Teaching and Learning by:

- Having a clear vision as to how the subject should be taught
- Ensuring the subject's courses fulfil the requirement of national programmes of study through long term, medium term and short term planning
- Analysing and interpreting relevant data (national, local and school) to improve individual student progress and performance, and cohort performance within the subject (including the setting of aspirational academic targets)
- Ensuring high quality teaching and learning within the subject to meet the needs of all students (providing teacher support as required)
- Ensuring high quality teaching that engages and motivates students
- Planning the timetable and groupings for the subject to ensure outstanding outcomes for all students
- Ensuring high quality teaching and learning in the absence of staff
- Planning for and contributing to the professional development of teachers within the subject
- Ensuring that the subject plays a role in the wider learning of the students (spiritual, moral, cultural and physical) in preparation for adult life

Leading and Managing the Subject by:

- Raising the profile of the subject by organising the department's contribution to extra-curricular activities
- Raising the profile of the subject within the school by leading the display of students' work and organising for students to be involved in events both in school and in the wider community
- Promoting the subject in the context of the school and wider community
- Establishing and maintaining a department system for rewards in line with school policy
- Carrying out the appraisal of staff within the subject to raise standards for students
- Keeping abreast of National Curriculum Developments in the subject and disseminating information to the department and the Senior Leadership Team
- Having a clear vision as to how the subject will provide outstanding provision for students, communicating this vision effectively to ensure shared ownership across the subject and a commitment from teachers in the department
- Maintaining the Departmental Handbook, ensuring that the policies contained within it are adhered to by all teachers in the department
- Preparing for Department Meetings by providing agendas in advance, managing meetings, keeping records of the meetings and ensuring the actions arising are completed
- Attending and contributing to Curriculum Middle Leadership Development Meetings in school, where appropriate, ensuring the actions arising completed where appropriate
- Supporting the Subject Consortia Network Meetings, ensuring the actions arising are completed
- Attending the Curriculum Middle Leader Briefing, where appropriate, ensuring the actions arising are completed
- Ensuring that data and comments for Assessment Profiles and Records of Achievement are entered by the deadline and that they are valid and accurate

JOB DESCRIPTION

Leading and Managing the subject (continued):

- Tracking the progress of students by reviewing, developing and monitoring student assessments and records of assessments across Key Stage 3 and Key Stage 4
- Liaising with parents/carers to ensure outstanding student progress
- Taking responsibility for producing the subject's Development Plan, ensuring that it is fully evaluated and reviewed
- Providing annual capitation and training requests within the Development Plan
- Managing the subject's resources (accommodation and financial) in line with priorities identified in the Development Plan
- Working in partnership with the school's Examinations Manager, ensuring all requirements for internal and external examinations are met (including the management, storage and retention of controlled/ internal assessments)
- Producing, and ensuring the compliance with, the subject's risk assessments
- Ensuring the reporting of any Fire, Health and Safety issues to the school's Fire, Health and Safety Officer
Ensuring the maintenance of accurate Health and Safety records in the department, including risk assessments
- Ensuring that the subject's teaching accommodation encourages and supports learning
- Contributing subject information for school prospectuses, publications and website as required
- Supporting staff in student disciplinary matters, ensuring that school's Consistent Behaviour Management Policy is followed
- Ensuring the subject fulfils its cross-curricular role(s) e.g. Literacy, Numeracy
- Contributing to and supporting the induction of new staff into the subject (including non-specialists and long term supply teachers)

Monitoring and Evaluating of the subject by:

- Monitoring and evaluating the subject throughout the year following the school self-evaluation cycle
Analysing and evaluating the evidence gathered from lesson observations, monitoring of students' learning and academic achievement to inform developments
- Leading the regular review and update Schemes of Work
- Monitoring, evaluating and developing the subject's assessment, reporting and recording procedures in line with school policies and statutory requirements
- Monitoring and evaluating student performance in external and internal assessments including the preparation reports for the Headteacher and the Senior Leadership Team Line Manager

Specific duties include:

- Promoting Design & Technology in school and the local and wider community by taking a leading role in activities and events organised around local Design & Technology and national events
- Leading extra-curricular events that embrace Design & Technology learning (including the organisation of Educational Study Visits)
- Further enhancing the school's public image by leading the subject's involvement in Design & Technology events
To read and understand your role as outlined in the Child Protection Policy and other safeguarding policies including those relating to Prevent

Developing the School Ethos:

- The Governors of Dowdales would expect the post holder to:
- Be involved in enrichment activities in line with the ethos of the school
- Play a full part in the life of the school community
- Support its distinctive mission and ethos and to encourage and ensure staff and students follow this example
Contribute significantly, where appropriate, to implement the policies and practices of the school and to promote collective responsibility for their implementation

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PERSON SPECIFICATION

CLASSROOM TEACHER OF

DESIGN & TECHNOLOGY

QUALIFICATIONS, EXPERIENCE AND PROFESSIONAL DEVELOPMENT

ESSENTIAL

- A relevant honours degree or equivalent and QTS

DESIRABLE

- A good honours degree or equivalent, and PGCE/GTP/Teach First
- Evidence or further subject-based or more general

▼ PROFESSIONAL SKILLS AND ATTRIBUTES

ESSENTIAL

- A good classroom practitioner
- A good understanding of effective and engaging teaching methods
- The ability to engage, enthuse and motivate students
- Experience of teaching up to Key Stage 3 and Key Stage 4
- An understanding of the use of assessment to inform planning
- Evidence of improved student outcomes
- The ability to plan lessons and sequences of lessons with clear objectives to ensure progression for all students
- The ability to set consistently high expectations for all students through class work and homework.
- Experience of monitoring and marking students' work by providing constructive oral and written feedback

DESIRABLE

- An outstanding classroom practitioner
- Willingness to teach another subject
- The ability to manage time effectively and prioritise work

▼ PERSONAL SKILLS AND ATTRIBUTES

ESSENTIAL

- Highly motivated
- Respond well to a challenge
- Maintain high professional standards
- Commit to the school's aims, ethos and vision
- Excellent communication skills
- Commitment to own professional development

DESIRABLE



Dowdales School

A proud, thriving, ambitious community



OUR STAFF ARE OUR *number one* RESOURCE

