

## Job description Teacher of Biology

We are looking for a good honours graduate, ideally with PGCE or equivalent, with the subject knowledge and teaching abilities to inspire happiness in our students.

We ask our staff to commit themselves to the all-round development and achievement of our students. In practice, this means:

- getting to know them as individuals, building strong positive relationships;
- devising a stimulating curriculum and engaging lessons to capture their imaginations;
- working within school frameworks to enable each child to reach their potential;
- inspiring children within and beyond the classroom to nurture them into happy, kind, tolerant young people who work hard, play hard and look after one another.

Teachers are responsible for promoting the values and ethos of the school, actively supporting whole school improvement. Teachers may work within a larger department or be the sole teacher of their subject; responsibilities for departmental planning and examination matters will vary accordingly.

Teachers are required to work in accordance with the Teachers' Standards for England, striving for the highest standards of teaching and learning and wider professional conduct. At its core this means planning and teaching high quality lessons and providing clear, constructive feedback to students and their parents. Where applicable, teachers are required to manage departmental resources and budgets and to line manage colleagues.

Teachers are required to adhere to statutory and school requirements for Safeguarding, Health and Safety and Risk Assessment, complying with school policies related to these areas and to security, confidentiality, and data protection.

Teachers are expected to liaise with the Exams Officer and provide any and all such information as is requested to facilitate the external exams process.

Teachers are expected to keep up to date with national and subject and exam board-level developments that apply to their teaching and/or their students and to adapt accordingly. Teachers should also be proactive in identifying opportunities for continued professional development.

All teaching staff are expected to contribute to the co-curricular programme by offering lunchtime and after school activities and to contribute to boarding life by joining for occasional evening and/or weekend duties, usually once per term. Stoke College also holds evening and weekend events for current, prospective and/or former students and attendance at these events is strongly encouraged and in some instances will be required.

Teaching staff report to the Principal, via their faculty lead and SLT link.

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## The Department

You will be joining a Science department with three other full time teachers, each teaching their specialist subject. Due to the expansion of Psychology and Philosophy at A Level, taught by our Biology specialist, we are in need of a second Biology teacher to teach from Year 7 to Sixth Form. In Years 7-9 students are taught Science as a single subject, with two sets in each year group of up to 18 students. Most GCSE students take separate sciences and Biology is a popular A Level option. Due to the need to run two A Level Chemistry classes from September 2021, the successful candidate may also be required to teach some Chemistry up to Year 10. Psychology is also popular and there is the opportunity to share the teaching of A Level Psychology for the successful candidate, if desired.

The school has typically followed Edexcel Sciences at GCSE and A Level and public examination results are strong.

Day and residential trips are warmly encouraged and the school is committed to supporting teachers who plan trips that enhance students' academic, cultural and life experiences.

## The Application Procedure

**All applicants must complete our standard application form. A statement of the personal qualities and experience that applicants believe is relevant to their suitability for the post and how they meet the person specification is required in Section 7 of the form. Please complete this section as a letter to the Principal, Dr Gareth Lloyd.**

Potential applicants are welcome to contact the school to arrange an informal conversation with key staff members or to visit our campus.

In addition to a candidate's ability to perform the duties of the post, the interview process will also explore issues relating to safeguarding and promoting the welfare of children. Candidates for interview will have the opportunity to meet staff and have a tour of the College.

One referee should be the applicant's current or most recent employer and we only accept one referee per school/employer. Please note that references will not be accepted from relatives or from people writing solely in the capacity of friends. The School will seek references from short-listed candidates, and may approach previous employers for information to verify particular experience or qualifications, before interview unless you have asked us not to do so.

Where an applicant is currently working with children, the current employer will be asked about disciplinary offences relating to children and whether the applicant has been the subject of any child protection concerns and if so, the outcome of any enquiry or disciplinary procedure. Where an applicant is not currently working with children but has done so in the past, that previous employer will

be asked about those issues. The appointment will be subject to satisfactory outcome of a DBS enhanced disclosure.

All candidates invited to interview **must bring documents confirming any educational and professional qualifications** referred to in their application form. Where originals or certified copies are not available for the successful candidate, written confirmation of the relevant qualifications must be obtained from the awarding body. Where the successful candidate has worked or been resident overseas in the past five years, the school will carry out such checks and confirmations as may be required in accordance with statutory guidelines. If relevant, the School will verify the right of foreign nationals to work in the UK.

All candidates invited to interview **must also bring** with them:

- A current driving license including a photograph, or passport, or full birth certificate
- A utility bill or statement showing their name and home address
- Where appropriate, any documentation evidencing a change of name.

**Please email your application to Carol Bliss, HR Manager – [c.bliss@stokecollege.co.uk](mailto:c.bliss@stokecollege.co.uk)**

## PERSON SPECIFICATION

Criteria	Essential	Desirable	Assessment (A)(D)(I)(T)*
<b>Training, Qualifications and Experience</b>			
Degree qualified	✓		A, D
Teaching qualification (PGCE, QTS or equivalent)		✓	A, I
Teaching experience in a formal school setting, either UK or international	✓		A, I
<b>Knowledge and Skills</b>			
Subject knowledge as required to teach Biology to A Level	✓		A, I
Subject knowledge as required to teach Chemistry to GCSE		✓	
Professional knowledge of what constitutes high quality teaching and learning	✓		A, I
Professional understanding of safeguarding in a school setting	✓		A, I
Ability to complete written tasks such as report-writing and record-keeping	✓		A, I
<b>Personal and professional Attributes</b>			
A strategic thinker, planning effective and creative learning and social experiences for students.	✓		I
A team player, a good listener, observant, energetic and a warm, clear communicator.	✓		I
Outstanding organisational and administrative skills	✓		A, I
Excellent written skills	✓		I
Ability to make decisions, identify and solve problems on thorough analysis and sound judgement	✓		A, T
Able to engage proactively and confidently with a wide range of audiences	✓		I
Punctual, reliable and trustworthy	✓		I
A good sense of humour and 'can-do' attitude	✓		I

\* **Form of assessments:** (A) Application; (D) Documents/Certificates; (I) Interview; (T) Tests