



ASSISTANT HEAD TEACHER

recruitment@umsc.uk
www.umschool.uk

Introducing Urban Mission School (UMS)

Accessing education is a basic human right; it is education that can lift people out of chronic poverty, raise aspirations, and create the opportunity to live life with purpose. But for many children and young people, every day at school is a struggle. In fact, the current situation across the UK is really challenging:

- Over 300,000 exclusions from school in the UK every year affecting around 150,000 pupils.
- Children with free school meals are four times more likely to get a permanent exclusion from school.
- More than two thirds of the current prison population were excluded from school.
- One in seven 16-24 year old 'NEETs' (those Not in Education, Employment or Training) die within ten years of falling out of the system.

ecclesia Church

Established in 2003, ecclesia is an outreach focused, bible teaching, community church. Through various means of community engagement, our goal in mission is to display the love of Christ and the attractiveness of the Gospel. Working under the name Urban Mission Schools & Community (UMSC), the leaders of ecclesia have worked in local schools and have a well-established reputation in the local education sector. The work of UMSC extends to other initiatives beyond schools, in an effort to touch all aspects of the community with God's goodness.

Job Description

Location:	School Site, 1 Cornmill Lane, Elmira Street, Lewisham, LONDON SE13 7FY
Salary Scale:	Scale £38-£40k, depending on experience
Hours:	Full time (37.5 hours per week), All Year Around
Reporting To:	Executive Head Teacher
Direct Reports:	Classroom Teacher Teaching Support staff Volunteers



Job Role

We are looking to appoint an inspirational, passionate, and experienced candidate to our Assistant Head role. The successful applicant will carry a desire to support, equip and meet the needs of UMS's young people.

This vital role will offer the opportunity to work with a range of stakeholders across UMS in an environment that is committed to serving God through

UMS's mission. They will work with a diligent team of Governors and staff who are committed to serving their students and communities well.

Purpose

UMS is a Christian school with Christian ethos, working with young people who have been excluded or are otherwise in crisis in their education.

UMS is an innovative, independent school delivering tailored social and educational interventions for young people. It utilises imaginative curricula and resources, passionate staff and tried and tested methods of engagement to educate young people and transform their lives.

Blending a range of teaching and learning skills, and relational skills with the values of a vibrant Christian faith to deliver excellent alternative education.

You will be supporting the Executive Head Teacher to ensure that the school achieves success.

Working closely together with the UMS team to support the young people in a class and act as a pastoral link person for their families.

Assisting with the planning and delivery of lessons, leading sessions as timetabled and providing 1-1 support as appropriate to bring excellence to the young people's learning experience.

To work with other staff to support engagement, attendance, behaviour, transition and progression in order to improve pupil progress and achievement.

To undertake any duties not listed below that are commensurate with the level of responsibility of the post.

To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted in the school's safeguarding policy

Organisation and Role Context

UMS is an independent school owned by a Local Church, ecclesia. We thereby have a Christian ethos, working with young people, providing practical support in and out of school, and connecting with home to bring hope and a future.

UMS delivers tailored social and educational interventions for young people. We utilise bespoke curricula and resources, passionate staff and tried and tested methods of engagement to educate young people and transform their lives.

This role blends classroom skills, human resource skills and financial skills with the value of a vibrant Christian faith to establish, deliver, lead and grow UMS.

The Assistant Head reports to the Executive Head and the Governing Committee who both support progress against objectives.

The Assistant Head leads the team, which may consist of a Classroom

Teacher, other teaching support staff and/or volunteers. As a team, they provide education and transformation for young people.

This role requires flexible use of time. Planning and preparation takes place after school hours and on Wednesdays. In addition, the Assistant Head will attend after school activities, student interviews, reviews, school or referrer meetings and any other event that would ensure excellence of service.

Job Description

Work in partnership with the Education Centre Team in the planning, resourcing and delivery of sessions and programmes for the young people. This includes: Foundational Learning; PSHE Education with a Christian faith-led focus; Maths, English, Science; PE; and any non-accredited lessons. This will involve occasional after school activities.

Utilising the curriculum to personalise teaching that is well matched to students' needs and abilities so that students learn and remember more, but also so that students' personal development needs are met and barriers are reduced.

Ensuring that learning is of the highest standard, meeting the independent school standards, the Education Inspection Framework and utilising best practice and current teaching methods.

Lead the UMS growth through liaison and marketing with schools and stakeholders.

Lead the effective operation of school systems such as developing a Relationships for Learning culture that is trauma informed.

Advise, encourage and support young people to engage fully in all aspects of their individual programmes including extracurricular activities.

Responsible for ensuring that all administration tasks such as registration records, reports, exam portfolios, moderation procedures and OFSTED standards are adhered to or completed.

Vigilantly secure and safeguard the welfare of young people and ensure the suitability of the environment, facilities and premises in line with health and safety policy and procedures.

Lead staff in tackling issues such as: behaviour for learning, child protection and other social issues that prevent holistic development.

Foster and develop relationships with parents or carers and the referring organisation to encourage active involvement with the individual young person's curriculum.

Be actively willing to share your personal journey to faith and your understanding of the gospel with the young people, advocating opportunities for exploring the Christian faith. This may include after school courses that help young people to explore the Christian faith (such as Youth Alpha), leading Thought for the Day/PSHE with a personal faith-led focus, and being involved in other opportunities.

Additional Responsibilities

Participate in and promote residential trips, involving children from the programmes that London City Mission run. This includes Faith Residential trips, where young people have an opportunity to explore the Christian Faith for themselves.

Attend, fully participate in and, on occasions, lead daily Christian devotionals and times of worship for the staff team.

Be prepared and willing to represent UMS at external events, including Christian exhibitions and festivals, Church talks, etc.

Take on additional responsibilities for tasks as your role develops.

Person Specification

Attributes	Essential	Desirable
Qualifications	Good general standard of education including as a minimum English and Mathematics GCSE at grade A*-C or equivalent.	A relevant degree or level 3 qualification (or equivalent). NPQ Qualification or willingness to undertake.

	<p>Teaching qualification, typically a PGCE, GTP or equivalent and has completed probation (or an appropriate teaching equivalent).</p>	<p>First Aid qualification.</p> <p>Child Protection Designated Person Training.</p> <p>Fire Marshall/Warden certificate.</p> <p>Full driving licence and be willing to travel to meetings and transport young people to external activities as appropriate.</p>
<p>Skills and Knowledge</p>	<p>Knowledge of the Education Inspection Framework, the Independent School Standards and the Department for Education Guidance pertaining to Alternative Provision.</p> <p>Know and understand good curriculum provision in an Alternative Provision.</p> <p>Knowledge of research-based teaching and learning pedagogy including approaches to working with pupils who have experienced trauma or with SEND.</p> <p>Manage a small team and be willing to undertake ongoing training.</p> <p>Demonstrate good communication skills: written, verbal and listening.</p> <p>Understand the broad range of barriers to learning that impact a</p>	<p>Understand effective inclusion and pastoral work, specifically relating to improving attendance.</p> <p>Understand the monitoring of behaviour and attendance as a way of developing strategies for improvement.</p>

	<p>young person's ability to attend mainstream.</p> <p>Possess proven skills and strategies for engaging young people within a classroom setting and out of hour's school provision.</p> <p>Can work with supporters/carers in achieving recognisable outcomes.</p> <p>Knowledge of the specific issues facing the centre's local community and the risks that poses to vulnerable students.</p> <p>Can relate to people from a variety of backgrounds and put them at ease.</p> <p>Knowledge or skills of pastoral issues young people may face. Ability to act as a positive role model.</p> <p>Effective time management and ability to organise and prioritise own workload and that of the team, and to keep to deadlines.</p> <p>Evidence of effective ICT skills.</p> <p>Highly effective personal leadership and ability to act as a role model for the culture of excellence and the values of UMS.</p>	
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	<p>Commitment to actively pursue ongoing personal and professional development of themselves in order to enhance the contribution to UMS</p>	
Experience	<p>A minimum of two years' relevant teaching/tutoring experience.</p> <p>Experience of delivering lessons and learning activities in inventive and creative ways.</p> <p>Has had experience of working with disaffected, hard to reach young people and can demonstrate successful progress with them.</p> <p>Has experience and capacity in managing challenging behaviour.</p> <p>Strong understanding of cultural values and norms of marginalised groups.</p> <p>Ability to manage and oversee a range of complex needs. Flexibly adapt in fast-paced environments.</p>	<p>A minimum of one year's managerial or leadership experience within an educational establishment.</p> <p>Proven track record of working with young people aged 11-16 years.</p> <p>Positive approach to managing young people's behaviour.</p> <p>Delivery of alternative education programmes</p>
Christian Lifestyle	<p>Commitment to actively pursue ongoing spiritual development of themselves and colleagues within the life of a local church in order to enhance the contribution to UMS.</p> <p>Attend and participate fully in devotions, prayer meetings and staff conferences to enhance the spiritual relationships within the team.</p>	

	<p>Able to work sensitively with those of different cultures and faiths whilst having their own strong and vibrant Christian faith and commitment to Equal Opportunities.</p> <p>To be an active part of a Church family.</p>	
Additional	<p>Play an active part in promoting the work of UMS including the recruitment of individual regular donors to ecclesia Church.</p> <p>Complete an enhanced DBS check prior to employment, which reveals no reason for the applicant being unsuitable to work with young people.</p> <p>Provide 3 referees. At least one referee needs to represent Christian commitment and be able to comment on your faith and growth as a Christian.</p> <p>References will be taken up after shortlisting.</p> <p>Provide evidence of qualifications and suitability to work in the UK and appropriate qualifications.</p> <p>Promote and safeguard the welfare of children and young persons.</p>	<p>Live within a reasonable travelling distance.</p> <p>To demonstrate that they can attend the School Building even if a transportation strike were to occur.</p>
Special Conditions	<p>Motivated to work with children and young people.</p>	

	<p>Ability to form and monitor appropriate relationships and personal boundaries with children and young people.</p> <p>Emotional resilience in working with challenging behaviours.</p> <p>Appropriate attitudes to use of authority and maintaining discipline.</p> <p>The postholder may be required to work outside of normal school hours on occasion, with due notice.</p> <p>An understanding of the principles of Keeping Children Safe in Education 2022 and a commitment to ensuring the health, safety and wellbeing of all children.</p>	
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Conditions of Employment

The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the Contract of Employment).

The post holder is required to support and encourage the school's ethos and its objectives, policies and procedures as agreed by the Governing Committee.

To uphold the school's policy in respect of child protection matters.

You will be subject to all relevant statutory and institutional requirements.

The post holder may be required to perform any other reasonable tasks after consultation.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.

All staff participate in the school's performance management scheme.

UMS is committed to safeguarding the welfare of all children and young people and expects its entire staff to share this commitment.

Application Process

Please send all inquiries to recruitment@umsc.uk

