

Chief Executive: Mr Tarun Kapur CBE

Chairman: Mr Damian McGann

Dear Applicant,

Thank you for your interest in the position of **Teacher of Religious Education and Citizenship** at **Dean Trust Rose Bridge, Holt Street, Wigan, WN1 3HD.**

Please find below a job description and person specification.

If you would like to learn more about The Dean Trust, please visit [www.thedeantrust.co.uk](http://www.thedeantrust.co.uk)

**Method of Application**

The preferred method of application is electronically via email to LucyAnderson@deantrustrosebridge.co.uk . All applications must be made using The Dean Trust’s application form. Applications will be shortlisted for interview and the HR Department will contact those applicants who are selected.

We are highly committed to safeguarding and promoting the welfare of all pupils and we expect all our staff to share this commitment. Enhanced DBS vetting procedures are required for all posts. Application forms and further information are available from our website <https://www.thedeantrust.co.uk/recruitment/> or email lucyanderson@deantrustrosebridge.co.uk

***Closing Date: 12pm Noon Friday 21st February 2020.***

***Interview dates: Week commencing 24th February 2020.***

*The Dean Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All post holders are subject to an enhanced disclosure and barring check and disqualification declaration.*

Yours Faithfully,

**Human Resources Department**



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| Holt Street, Ince, Wigan, WN1 3HDt: 01942 510 712e: office@deantrustrosebridge.co.uk w: www.deantrustrosebridge.co.ukRegistered in England 8027943 VAT Registration 195 3889 46The Dean Trust is a company limited by guarantee. |  |

The information contained below is to help staff understand and appreciate the work content of their post and the role they are to play in the operation. However, it should be noted that whilst every effort has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings may therefore have been used, in which case all the usual associated duties are included in this job description.

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| **Job title** | **Teacher of Religious Education and Citizenship** |
| **Reporting to** | **Head of Faculty** |
| **Main purpose of job** | The post holder will be expected to teach RE and Citizenship across the full age and ability range. |
| **Key responsibilities:** |
| * To plan for engaging and challenging teaching and learning which enables pupils to make maximum progress.
* To set high expectations for pupils’ behaviour, establishing and maintaining a high standard of discipline through well focused teaching and through the development of positive and productive relationships
* To use a variety of teaching methods, including ICT, which sustain the momentum of pupils’ work and keep all pupils engaged. To integrate literacy, numeracy, SMSC and safeguarding into teaching and learning.
* To make effective use of assessment information to inform planning and maximise pupil progress
* To provide regular and effective feedback to pupils which helps improve learning, including classwork and homework, providing constructive oral and written feedback and setting appropriate targets to maximise pupils’ progress
* To contribute to the development of curriculum planning in the subject at Key Stages 3 and 4.
* To provide accurate and informative reports to parents during the year, including meeting with parents at Parents’ Evening

To ensure that pupils with SEND and those who are disadvantaged are fully supported in lessons ensuring they can make maximum progress.* To evaluate their own teaching critically and to use this to improve their effectiveness
* To attend and contribute fully to meetings and Parents’ Evenings as required and participate fully in CPD programmes
* To contribute to activities identified in the Faculty Improvement Plan and be a supportive member of the Faculty team
* To carry out the role and responsibilities of a form tutor
* To contribute to the planning and delivery of wider curricular activities
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| **All employees have the responsibility to:** |
| * Ensure any documentation produced is to a high standard and is in line with the brand style
* Be aware and comply with all policies and procedures relating to safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person
* Participate in training and other learning activities as required
* Participate in the school/academy Performance Management process
* Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate
* To promote the area of responsibility within the school/academy and beyond
* To represent the school/academy at events as appropriate
* To support and promote the school/academy ethos
* To undertake any other duties and responsibilities as required that are covered by the general scope of the post
* To undertake any other reasonable duties at the request of the Chief Executive Officer and Headteacher
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All post holders must comply with The Dean Trust professional standards for leaders and managers. The job description will be reviewed as necessary as part of the Performance Management process and is subject to modification and amendment at any time after consultation with the post holder

Should the successful applicant be a Newly Qualified Teacher, the appointment, in the first instance, would be for a period of 1 year with a review on successful completion of NQT year.

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| **Qualifications and training** | **Essential*** Degree and teaching qualification
* Qualified teacher status
* Evidence of continual professional development or further professional study

**Desirable*** Post Graduate qualification
* Professional qualifications eg “Leading from the Middle”
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| **Experience** | **Essential*** Successful leadership of Humanities subject
* Proven excellence as a classroom teacher including teaching to GCSE level
* A recent history of a series of outstanding examination results
* Experience of extending learning beyond the classroom

**Desirable*** Contribution to whole school projects
* Contribution to the school or faculty’s improvement plan and SEF
* Appraisal leader for staff
* Experience in developing whole school policies and strategies
* Experience of developing successful community links
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| **Knowledge** | **Essential*** Current knowledge of the key stage 3 and 4 Humanities curriculum
* Ability to analyse and use assessment and data in pupils’ learning to raise standards
* Current knowledge of strategies to raise standards of teaching and learning
* Understanding of the principles of an effective curriculum and qualifications framework
* Excellent oral and written communication skills
* Excellent behaviour management of pupils
* Good IT skills which benefit pupils and the efficiency of the faculty
* Ability to lead effective INSET for staff
* Ability to form strong external links with the local and wider community
* Knowledge of current educational issues

**Desirable*** Effective strategies which enable pupils with EAL to fully access the curriculum
* Good knowledge and understanding of the cultures and faiths of the local community, and the opportunities the school’s location brings
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| **Skills and abilities** | **Essential*** To be able to work effectively with pupils, staff, parents and members of the community
* To be able to work as a member of a team
* To be committed to ensuring that every pupil is given the opportunity to achieve their potential and meet the high expectations set for them
* To be able to assist in the planning and organisation of school trips/visits
* Take responsibility for their own professional development and to keep up to date with research and developments in both their subject and teaching methodology.

**Desirable*** To be able to work with/develop our business partner links in enhancing provisions for learning.
* Commitment to providing subject enhancement opportunity through the extended curriculum
* Confidence in using ICT to aid pupils’ learning
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