



## **Position Vacancy History / Geography Teacher (full time)**

**Term: Permanent**

**Start Date: September 2024**

**Reports to: Head of Humanities**

Read School is seeking to appoint a Teacher of History to teach Key Stages 3-5 with the ability to offer a further Humanities subject, preferably Geography.

The successful candidate will:

- Have the enthusiasm to build an outstanding classroom environment in which pupils are motivated and supported to learn, enjoy and achieve;
- Demonstrate the drive and skill to raise standards of students' attainment and achievement;
- Demonstrate strong subject knowledge and understand the importance of delivering well planned and sequential lessons;
- Monitor and track student progress within their classes;

Read School encourages a diverse range of teaching styles with a strong commitment to active and independent learning and which support the inclusive ethos of the School.

Read School expects all teachers to demonstrate that their practice is consistent with the Teaching Standards.

### **Key Responsibilities**

#### **Teaching**

- Plan work in accordance with the School's schemes of work and national curriculum requirements;
- Assist in developing appropriate schemes of work, teaching resources and teaching strategies;
- Take account of pupils' prior levels of attainment and use them to set future targets;
- Maintain good discipline by following the behaviour policies and procedures;
- Ensure punctuality and establish a purposeful working atmosphere during all learning activities;

- Maintain excellent classroom management with due regard to health and safety policies;
- Set appropriate and challenging work for all pupils;
- Identify and work appropriately with SEND pupils and academically more able pupils;
- Keep up-to-date with subject developments;
- Liaise with the Head of Department on academic matters.

### **Assessment and reporting**

- Keep appropriate records of pupils' work;
- Mark and return work set, including any homework within an agreed and reasonable time;
- Carry out assessments, as agreed by the department;
- Complete records of achievement in line with school policy;
- Complete student reports in line with school policy;
- Attend parents' evenings as required and keep parents informed about their child's performance and future targets.

### **Pastoral responsibilities**

- Promote the general progress and academic and pastoral well-being of individual pupils and of any assigned group of pupils, including tutor groups;
- Monitor and set targets for the academic progress of all pupils in lessons, liaising with the Head of Key Stage and Head of Department regarding any causes for concern;
- Endeavour to build up a good relationship with pupils, so that they will look to the teacher for support and advice;
- Command high standards of pupil behaviour and conduct at all times and support the school in its application of related behaviour policies.

### **Contribution to wider life of the School**

- Comply with, and assist, with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to pastoral leadership team (PLT) or DSL, as appropriate;
- Maintain an inclusive learning environment for all pupils;
- Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others;
- Participate in all relevant meetings and undertake supervision and cover duties as required.
- We are keen that Read pupils have an opportunity to extend their interests and experiences by taking part in a range of enrichment activities and all teachers play a role in supporting the extensive co-curricular programme in the evenings and on weekends. This comprises a wide variety of clubs and activities and reflects the broad range of interests and talents of our staff. Many staff offer activities relating to their subject area, but there is scope to be involved with sport, music, drama, Duke of Edinburgh Programme and the

Combined Cadet Force and a great range of clubs from School History to chess and debating to gardening.

- Teaching staff are also expected to plan, organise and participate in subject-specific educational visits to ensure a holistic approach to learning;
- Contribute to the boarding life of the School by undertaking duties (on a rota) at weekends.

## **Qualifications**

- A good honours degree in History
- A teaching qualification together with Qualified Teacher Status (QTS)
- The Teacher of History position would suit a more experienced teacher wishing to develop their experience and curriculum management skills. The School also welcomes applications from Early Careers Teachers (ECTs) wishing to complete their induction in a well-established Humanities Department.
- Experience to demonstrate good differentiation in the delivery of the GCSE History curriculum is essential.
- The ability to support the school curriculum further within the Humanities department would be an additional asset.

## **Person Specification**

- Experience of having taught at least History through to GCSE and A-level. GCSE and A-level pupils currently follow the Edexcel examination syllabus for History and AQA for Geography;
- A clear understanding of the essential qualities necessary for effective teaching and learning;
- Ability to inspire and motivate pupils;
- Have high expectations of self and others;
- Have excellent organisational skills and the ability to prioritise when under time pressure;
- Possess imagination, enthusiasm and a good sense of humour;
- Be proactive in seeking appropriate advice and guidance where required;
- Work effectively as part of team.

## **Compensation**

- Salaries are competitive and in line with independent school teaching scales.
- Continuous professional development - access to professional development training is provided as part of the school's performance development and appraisal process. Individuals are encouraged to continue to develop their skills to provide high quality teaching and learning for our pupils.
- Fee remission discount available on school fees. Full terms and conditions provided by the Finance department.
- Read School is currently a member of the Teacher Pension Scheme (TPS)
- Refreshments and lunch provided during term time.
- Parking for staff members is provided onsite.

## **Application & Selection Process**

All applicants are required to complete an application form containing questions about their academic and employment history and their suitability for the role.

A Letter of Application addressed to the Head should accompany the application form. Short listed applicants will be invited to attend a formal interview at which their relevant skills and experience will be discussed in more detail. They will also be given a tour of Read School.

Interview panels will include at least one person trained in Safer Recruitment.

If it is decided to make an appointment following the formal interview, any such offer will be conditional on the following:

- the receipt of two references (one of which must be from the applicant's most recent employer) which the School considers to be satisfactory; Please note that references will be taken up on short listed candidates prior to interview.
- the receipt of an enhanced disclosure from the DBS which the School considers to be satisfactory; Read School is committed to safeguarding and promoting the welfare of children.

Our recruitment process follows the guidelines in KCSIE. Applicants undergo enhanced screening including checks with past employers, the DFE and the DBS.

April 2024