

Winstanley College is a large sixth form college specialising in AS/A levels. Judged 'outstanding' by OFSTED the College is regularly towards the top of the league tables and has an excellent reputation for academic achievement, comprehensive pastoral care and extensive enrichment. Committed and inspirational teachers, with successful experience of curriculum leadership, are invited to apply for the following post available from mid November 2014 or as soon as is practicable:

TEMPORARY PART-TIME (0.6) TEACHER OF MATHS (until 31 August 2015)

Salary £21,684 - £37,008 per annum.

We welcome applications from newly qualified teachers and those who have started their teaching careers in schools, as AS/A level teaching experience is not essential.

Salary and terms and conditions in accordance with Sixth Form Colleges' Teachers' pay and conditions. Further details and application forms are available from the website www.winstanley.ac.uk. Closing date for receipt of completed applications is Friday, 7 November 2014 at 12.00 noon. Interviews will be held shortly afterwards.

ROLE SPECIFICATION

JOB TITLE: TEMPORARY PART-TIME (0.6) TEACHER OF MATHEMATICS

RESPONSIBLE TO: HEAD OF MATHEMATICS

This post is available from November until 31 August 2015

Context

The mathematics department comprises eleven teachers including the Head of Department and two Assistant Heads of Department who have responsibilities including enrichment provision, intranet, careers. and stretch and challenge. The Department offers AS and A2 maths and further maths, following the AQA specification. Single AS/A2 mathematics students currently all study the S1 option in their first year and choose M1 or D1 as their second year option. Further Maths students study C1 C2 FP1 S1 D1 and D2 in their first year, and C3 C4 FP3 S2 M1 M2 in their second year.

The successful candidate will work as a member of a highly motivated and successful team and be expected to teach across all of the A Level Mathematics and Further Mathematics options to classes of up to 25 students. All mathematics staff share the development of curriculum materials and contribute ideas to the development of the department's approach to teaching.

Candidates should indicate their strengths in their letters of application together with their approach to mathematics education, and their experience of teaching the above modules..

The current profile of courses offered by the department is as follows:

		First Year	Second Year
A-level	Mathematics (AQA)	347 students	247 students
	Further Mathematics (AQA)	82 students	78 students
	AS Further Mathematics (AQA)		16students

RESULTS 2014

SUBJECT	ENTERED	%A-B	% PASS RATE
A level Mathematics	299	99.3	67.6
A level Further Maths	59	98.3	71.2
AS level Mathematics	479	85.2	47.0
AS Further Maths	118	95.8	60.2

Terms and Conditions

Membership of the Teachers' Pension Scheme.

Salary in accordance with Sixth Form Colleges Pay Spine, depending on qualifications and experience.

Teaching Staff Salary Spine – 1st September 2014

Spine Point	No PSP	With PSP 1	With PSP 2	With PSP 3
1	£21,684			
2	£23,401			
3	£25,252			
4	£27,252			
5	£29,409			
6	£31,736	£34,382	£35,628	£37,008

Closing date for receipt of completed applications is Friday, 7 November 2014 at 12.00 noon.

The College operates a six block timetable (see attached template) and you will be required to teach three blocks (0.6) of A level in your subject area.

The description of key duties is a guide to the work that you will initially be required to undertake. They may be changed from time to time to meet changing circumstances and are reviewed in the Performance Management Process.

KEY DUTIES	
Teaching Responsibilities	<ul style="list-style-type: none"> • Planning and preparing courses and lessons. • Assessing, recording and reporting on the development, progress and attainment of students. • Teaching including the setting and marking of work. • Deliver enrichment activities including accompanying students on external visits. • Ensure high levels of attendance, added value, retention, achievement and student satisfaction. • Undertake lesson observations to internal and external standards. • Reviewing from time to time your methods of teaching and programmes of work. • Preparing and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements. • Attending assemblies. • Registering the attendance of students and supervising students, whether these duties are to be performed before, during or after College sessions. • Participating in administrative and organisational tasks including the management or supervision of persons providing support for the teachers in the College. • Ordering and allocation of equipment and materials.
Other Activities	<ul style="list-style-type: none"> • Promoting the general progress and well-being of individual students and of any class or group of students assigned to you. • Providing guidance and advice to students on educational and social matters and on their further education and future careers. • Making records of and reports on the personal and social needs of students. • Communicating and consulting with the parents of students. • Communicating and co-operating with persons or bodies outside the College. • Participating in meetings arranged for any of the purposes described above.
Assessments and Reports	<ul style="list-style-type: none"> • Providing or contributing to oral and written assessments, reports and references relating to individual students and groups of students.
Appraisal and Continuous Professional Development	<ul style="list-style-type: none"> • Participating in arrangements made for the appraisal of your performance and that of other staff in the light of the responsibility for the appraisal of staff that is laid on the College Principal in the College's Articles of Government and to participate in reviews from time to time of your methods of teaching and programmes of work. • Be responsible and take ownership for your continuous personal development, undertaking relevant training as and when appropriate.
Discipline, Health and Safety	<ul style="list-style-type: none"> • Maintaining good order and discipline among the students and safeguarding their health and safety both on College premises and on authorised College activities.

	<ul style="list-style-type: none"> Responsible for promoting and safeguarding the welfare of children and young persons for whom you are responsible or come into contact with.
Staff Meetings	<ul style="list-style-type: none"> Participating in meetings at the College which relate to the curriculum for the College or the administration or organisation of the College, including pastoral arrangements.
Cover	<p>Supervising and so far as practicable teaching any students whose teacher is not available to teach them. Provided that no teacher shall be required to provide such cover:</p> <ul style="list-style-type: none"> After the teacher who is absent or otherwise not available has been so for three or more consecutive working days or Where the fact that the teacher would be absent or otherwise not available for a period exceeding three consecutive working days was known to the college for two or more working days before the absence commenced unless: <ul style="list-style-type: none"> ➤ She/he is a teacher employed wholly or mainly for the purpose of providing such cover ('a supply teacher') or ➤ The college have exhausted all reasonable means of providing a supply teacher to provide cover without success, or ➤ She/he is a full-time teacher at the College but has been assigned by the Principal in the timetable to teach or carry out other specified duties (except cover) for less than 75 per cent of those hours in the week during which students are taught at the College.
Public Examination	<ul style="list-style-type: none"> Participating in arrangements for preparing students for public examinations and in assessing students for the purposes of such examinations; recording and reporting such assessments; and participating in arrangements for students' presentation for and supervision during such examinations.
Management	<ul style="list-style-type: none"> Contributing to the selection for appointment and professional development of other teachers and support staff, including the induction and assessment of new and probationary teachers. Coordinating and managing the work of other staff. Taking part in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the College.

PERSON SPECIFICATION: Temporary Part-time (0.6) Teacher of Maths

CRITERIA	ESSENTIAL	DESIRABLE	ASSESSED BY
QUALIFICATIONS AND ATTAINMENTS <ul style="list-style-type: none"> Teaching qualification (or willingness to work towards) Degree in relevant subject DBS - Enhanced level 	√ √ √		Application Form Application Form Appointment Process
TRAINING, EXPERIENCE AND KNOWLEDGE <ul style="list-style-type: none"> Successful teaching experience which includes a record of examination success Demonstrate an effective student centred approach to teaching Willingness to undertake CPD including health and safety training 	 √ √	√	Application Form (including teaching practice report if applicable) and interview process Application Form and interview process Application Form
PERSONAL SKILLS AND ATTRIBUTES <ul style="list-style-type: none"> Excellent oral and written communication skills A willingness to contribute to wider college activities Initiative, positivism and enthusiasm An ability to meet deadlines A clear commitment to the principles and practices of Every Child Matters (ECM), equality and diversity and the safeguarding of children 	√ √ √ √		Application Form and interview process Application Form and interview process Application Form and interview process Interview process Application Form and interview process

It will be helpful if you address these criteria in your application