



North East  
Learning Trust

WE'RE LOOKING FOR  
**A DIRECTOR OF**  
**HUMANITIES**  
TO JOIN OUR TEAM



**EASINGTON**  
academy

**Easington Academy**  
Stockton Road,  
Easington, SR8 3AY

0191 527 0757  
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[www.easingtonacademy.co.uk](http://www.easingtonacademy.co.uk)

## Director of Humanities

### Required for September 2019

**Salary MPR/UPR (£23720-£39406) Plus TLR 1a (£7622)**

We are looking to appoint a dynamic and highly motivated teacher of Geography to lead our successful Humanities Department. The post is an excellent opportunity for a suitably qualified classroom practitioner who is committed to academic excellence, with high classroom standards with a record of significant impact in raising achievement to further their career.

The successful candidate will have the vision to deliver high standards of teaching and learning and will lead the curriculum development, planning, teaching and assessment to secure excellent outcomes. The successful candidate will join a team of committed and highly professional teachers in a supportive school which has a strong academic record. You will teach across the ability range at Key Stage 3-4.

#### The successful candidate will:

- be a well-qualified outstanding practitioner of Geography with a passion for Humanities subjects
- be a good communicator with excellent interpersonal skills
- be a self-motivated and enthusiastic team-player
- be a strong leader
- have a proven track record of securing successful student outcomes.

#### Deadline:

**Thursday 16 May 2019**

Interviews will take place the week commencing 20 May 2019.

All visits to the school are warmly welcomed. Please contact the school office on **0191 527 0757**.

#### How to apply:

Application forms and an accompanying letter (no longer than two sides of A4) should be returned to **leah.robson@nelt.co.uk** or by post to Leah Robson, Easington Academy, Stockton Road, Easington, SR8 3AY.



## Job description

You will be required to carry out the duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document.

In addition to the duties above you will be required to demonstrate the leadership skills specified in the National Standards for Subject Leaders and to undertake the following responsibilities in relation to the post:

### **Generic Responsibilities:**

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- To ensure provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying in the curriculum area, in accordance with the aims of the school and the curricular policies determined by the Governing Body and Headteacher of the school.
- To act as a Curriculum Lead and be responsible for leading and developing this area and model a passion for Humanities subjects that inspires staff and students alike.
- To develop and enhance the teaching practice of others.
- To monitor and support the overall progress and development of students as a manager within the curriculum area and as a Form Tutor.
- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.

### **Strategic:**

- To coordinate the delivery of the Humanities subjects curriculum, resources, schemes of work, marking policies, assessment and teaching strategies in the department.
- The day-to-day management, control and operation of the curriculum provision within the department.
- To monitor and follow up student progress.
- To implement school Policies and Procedures.
- To work with colleagues to formulate aims and objectives for the department which have coherence and relevance to the needs of students and to the aims and objectives of the school.
- To ensure that the planning activities of the department reflect the needs of the students and the aims and objectives of the school.
- To manage the application of ICT in the Curriculum areas.

### **Curriculum:**

- To ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which complements the school's strategic objectives.
- To keep up to date with national developments in the subject areas and teaching practice and methodology.
- To actively monitor and respond to curriculum development and initiatives at national, regional and local levels.
- To maintain accreditation with the relevant examination and validating bodies.
- To promote and develop appropriate extra-curricular and community activities within the department.

**Staffing:**

- To work with SLT to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.
- To contribute to Personal Development Review and to act as reviewer for a group of staff within the designated department.
- To promote teamwork and to motivate staff to ensure effective working relations.
- To ensure the effective efficient deployment of classroom support.
- To participate in the school's ITT programme.

**Quality Management:**

- To ensure the effective operation of quality control systems.
- To set targets within the department and to work towards their achievement.
- To establish common standards of practice within the departments and develop the effectiveness of teaching and learning styles in all relevant curriculum areas within the departments.
- To contribute to the school procedures for lesson observation.
- To implement school quality procedures and to ensure adherence to those within the departments.
- To participate in the monitoring and evaluation of the curriculum area/departments in line with agreed school procedures including evaluation against quality standards and performance criteria.
- To implement modification and improvement where required within the relevant curriculum areas.
- To ensure the maintenance of accurate and up-to-date information concerning the relevant curriculum area on the management information system.
- To produce reports within the quality assurance cycle.
- To identify appropriate courses and coordinate exam entries within the department.

**Pastoral Support:**

- To monitor and support the overall progress and development of students within the curriculum areas
- To monitor student attendance together with students' progress ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To act as Form Tutor and carry out the duties associated with the role as outlined in the generic job description.
- To contribute to SMSC according to the school policy.
- To implement the Behaviour Management system in the department so that effective learning can take place.

**Other Specific Duties:**

- To support the school in meeting its legal requirements for worship.
- To promote actively the school's corporate policies.
- To continue personal development as agreed.
- To actively engage in the staff review and development process.
- To purchase stock for the Humanities department, implement systems for the maintenance and monitoring of stock and keep departmental records
- To promote and manage liaison with feeder Primary Schools in relation to Humanities
- To undertake any other duty as specified by STPCB not mentioned in the above.

The above list of duties is extensive but not exhaustive and may not identify each individual task which may reasonably be requested of the post holder. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description is current at the date shown, but, in consultation with you, may be changed by the Executive Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.



## Person specification

|                      | Essential                                                                                                                                                                                                                                                                                                                                           | Desirable                                                                                                                                                                                                                                                                                                           |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Qualifications       | <ul style="list-style-type: none"><li>• Qualified Teacher Status</li><li>• First degree or equivalent in a Humanities subject</li><li>• Recent and relevant Continual</li></ul>                                                                                                                                                                     | <ul style="list-style-type: none"><li>• Good Honours Degree in Humanities Subject</li></ul>                                                                                                                                                                                                                         |
| Experience           | <ul style="list-style-type: none"><li>• Recent and successful teacher experience in the relevant subject area at both KS3 and KS4</li><li>• Proven track record of delivering excellent outcomes for students of all abilities</li><li>• Minimum of two years' experience in a successful Humanities subject Department or equivalent</li></ul>     | <ul style="list-style-type: none"><li>• Experience of leading or managing developments in the curriculum area</li><li>• Experience of making a significant contribution to improving student outcomes at departmental level</li><li>• Experience of organising and participating in extra-curricular work</li></ul> |
| Skills and knowledge | <ul style="list-style-type: none"><li>• Excellent communication skills both verbal and written</li><li>• Ability to work under pressure</li><li>• Ability to lead, motivate, challenge and inspire staff and students</li><li>• Ability to initiate and successfully implement change</li></ul>                                                     | <ul style="list-style-type: none"><li>• Experience in the use of new technologies to improve teaching and learning</li></ul>                                                                                                                                                                                        |
| Personal qualities   | <ul style="list-style-type: none"><li>• Reliable and conscientious</li><li>• Desire and ability to learn new skills</li><li>• High expectations of all students</li><li>• Caring and supportive</li><li>• Enthusiastic team player</li><li>• Organise, plan and prioritise effectively</li><li>• Flexibility, adaptability and creativity</li></ul> |                                                                                                                                                                                                                                                                                                                     |

### **References:**

Any relevant issues arising from references will be taken up at interview.

### **DBS and pre-occupational health:**

The North East Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

An enhanced DBS check and pre-occupational health check are an essential part of the selection and recruitment process.

### **Equal opportunities:**

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

Applications with disabilities will be granted an interview if the essential job criteria are met.