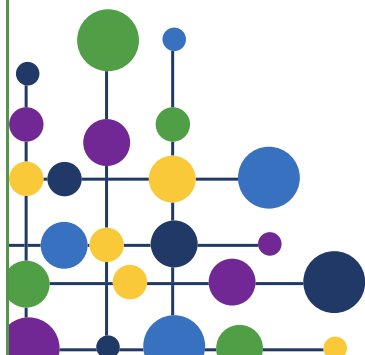


**Shelley College**

**Teacher of Business and Economics**

**Application Pack – October 2021**



## Welcome from the CEO



Dear Applicant,

Thank you for taking an interest in the vacancy here at Shelley College. I hope the materials enclosed in this pack give you a good sense of what makes the trust a special place to work and provides the information you need about the post, please do not hesitate to contact us if you need anything further.

Our belief in “Valuing People, Supporting Personal Best” means we are committed to investing in our staff, to help them be happy at work, to provide the support they need to achieve the highest standards they are capable of and to offer the training or guidance they need to undertake their jobs effectively. For example, everybody is encouraged to use a personal development plan, to set their own objectives and to take responsibility for their own improvement priorities. We define effective leadership as “helping others to achieve their best” and that is what your line manager will try to do for you.

It is important to read the information provided carefully. We want you to be happy in the role you are applying for and committed to performing the job to the best of your ability.

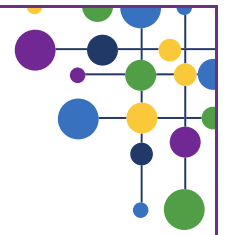
I very much hope you are encouraged to apply for the position and look forward to meeting you soon.

Yours faithfully,

A handwritten signature in black ink that reads "J McNally". The signature is written in a cursive, slightly slanted style.

**John McNally**  
CEO





SHARE Multi-Academy Trust is a charitable trust currently consisting of three secondary and five primary schools in West Yorkshire. Our schools are: Shelley College, Huddersfield; Heaton Avenue Primary School, Cleckheaton; Millbridge Junior, Infant and Nursery School, Liversedge; Woodside Green Primary School, Cowlersley; Royds Hall Community School, Lily Park Primary School and Luck Lane Primary School, Huddersfield.

We believe in helping staff and students achieve their personal best and are keen to recruit the very best talent to our Trust. As well as being part of the Trust, some of our schools are National Support Schools and National Teaching Schools and as such, we can offer our staff a wealth of career development opportunities and the support you need to enjoy your role.

More than six hundred people work hard across the Trust to ensure we provide the very best education and service across all our schools, from invigilators joining us for a few hours a year, through flexible part-time work to many full-time teaching and support roles.

At SHARE MAT, we aim to:-

- Encourage all our students/pupils to go beyond what they think they can achieve, to enjoy learning, helping them to lead healthy and happy lives;
- Equip our staff to deliver their best every day, our belief is that by Valuing People, Supporting Personal Best is the key;
- Ensure our staff are happy at work, taking pride in students/pupils progress and development;
- Deliver training and guidance relevant to job role so expectations are understood and staff feel motivated;
- Offer great benefits making us the employer of choice, including outstanding CPD, supportive line management and networking opportunities across the MAT to aid personal development.

If you share our passion for challenging, improving and making our schools the best they can be, we'd love to hear from you.

Shelley College is an amazing place to learn and work and our philosophy of 'Valuing People, Supporting Personal Best' sits at the centre of everything we do. Our belief is that people achieve the best outcomes when they enjoy what they're doing, feel safe and are rewarded for their commitment and success. We therefore support and invest in our students and staff, whilst maintaining high expectations. As part of our commitment to invest in all staff, we offer a comprehensive CPD package tailored to the priorities of the college, but more importantly to the personal needs of each member of staff.

We enjoy many advantages at Shelley College. As a partner school in SHARE Multi Academy Trust, a National Support School and National Teaching School, we are at the centre of a network that aims to provide the very best professional and career development opportunities. Whatever your role or whatever your career plans, we can help you achieve them. We define effective leadership as "getting the best out of other people and helping them achieve their best" and that is what your line manager will try to do for you.

As Principal, but also as a parent, I regularly ask myself "would that be good enough for my son or daughter?" If the answer is no then we implement the necessary changes to drive continued improvement. I believe that this philosophy helps keep our students at the centre of what we do and how we do it. Delivering high quality teaching and learning in a safe and orderly environment, along with an inclusive and personalised curriculum allows our students to achieve the best possible outcomes. Students leave Shelley fully equipped with the life skills, experiences and educational outcomes to have a happy and successful future.

Added to that, we possibly have the best rural location of any secondary school in the country, close enough to the cities of Leeds, Manchester and Sheffield for many of our staff to travel from these

areas. Our staff are friendly and supportive of each other and there is a strong sense of a committed team working together.

Our students, of course, are at the heart of what we do and it is essential, whatever position you are applying for, that you relate well to children and young people. The students at Shelley College are a pleasure to work with; they are keen to learn, talented and very well-behaved.

I very much hope you are encouraged to apply for the position and look forward to meeting you soon.

Yours faithfully,



Dave Wadsworth  
Principal



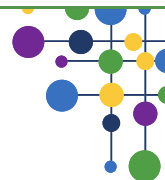
We are part of the SHARE Multi-academy trust and Green Light Teaching Alliance. This means we can offer the successful candidate access to a fantastic support network, CPD and opportunities to develop practice across the trust.

We are a school which has an innovative curriculum that allows staff the flexibility to create an inspiring, exciting learning journey for all our pupils/students enabling them to develop into active citizens of the future, empowered to make their best contribution to society.

The Curriculum is developed in a thematic and practical way that engages both our employees and children/young people. We seek ways to make our curriculum even more interesting every year. Lessons are expected to be fascinating, engaging, exhilarating, and demand that pupils/students think for themselves whilst ensuring pupils/students see a purpose to their work. A wide range of learning styles are used ensuring personalised learning is at the heart of what we do.

The teams include teachers and support staff, all of whom work together to deliver the agreed curriculum to all the children/young people. Together they assess pupils/student progress and achievement discussing to ensure each learner's self-confidence and self-esteem rise quickly, developing their thirst for learning

We can offer a strong team spirit and very high staff morale, which has created an open and supportive environment where staff can be innovative in accelerating pupils/students learning.



# SHARE Multi-Academy Trust

## Teacher of Business and Economics Role Profile

<b>Role Title</b>	Teacher of Business and Economics	<b>Reporting to</b>	Director of Social Sciences – Shelley College
<b>Section</b>	Social Science		
<b>Contract type</b>	Permanent	<b>Grade / Salary</b>	MPS/UPS

### Part A – JOB DESCRIPTION

<b>Overall purpose of role</b>	<p>As a Teacher of Business and Economics you will be required to meet the general requirements of this post, as specified in the School Teachers' Pay and Conditions Document. In addition, you will be required to fulfil any reasonable expectations from the Principal.</p> <p>The post will require you to work in partnership with the Principal, Senior Leadership Team, governors and staff to ensure the continuous improvement of the Academy.</p> <p>This role will also require the post holder to work in other school settings under the direction of the Principal.</p>
<b>Safeguarding Requirements</b>	<p>This post requires the post holder to work in settings with children and young adults. Any employment offer is therefore subject to the results of an Enhanced Disclosure from the Disclosure and Barring Service (DBS). People who may have contact with younger children (i.e. primary school age) are also required to complete a declaration about family or other members of their household.</p> <p>Applicants MUST complete the MAT's standard application form to be considered, will be required to provide evidence of identity and qualifications and offers of employment will be subject to satisfactory references. For applicants who work or have recently worked in a school, one of the references must be from the headteacher.</p>

#### Key Outputs

1. To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students' and support a designated department or curriculum/subject area as appropriate.
2. To monitor and support the overall progress and development of students as a teacher and form tutor, setting students individual improvement goals as appropriate.
3. To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
4. To contribute to raising standards or student achievement and attainment.
5. To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
6. To promote and actively support the school's responsibilities towards safeguarding.
7. To prepare and regularly update subject materials.
8. To ensure that ICT, Literacy, Numeracy and subject specialism(s) are reflected in the teaching and learning experience of students.

9. To set regular, relevant and challenging homework tasks.
10. To teach students according to their educational needs, including the setting and marking of work to be carried out by students in school and elsewhere.
11. To maintain discipline in accordance with the school's procedures and to encourage good practice with regard to punctuality, behaviour standards of work and homework.
12. To ensure the learning needs of individual students are met, particularly vulnerable groups, such as those with SEN, disabilities or disadvantages students.
13. Where necessary, to liaise with parents and others to support students.
14. To provide regular, high quality feedback to students that supports future learning and progress.
15. To undertake assessment of students as requested by external examination bodies, departmental and school procedures.
16. To assess, record and reports on the attendance, progress, development and attainment of students and to keep such records as are required.
17. To use the outcomes of on-going assessment to help shape future planning.
18. To self-evaluate and undertake professional development to help achieve the highest possible standards in role.
19. To reward and celebrate students' success.
20. To attend meeting and complete additional administration tasks as required by the role.
21. To undertake any other duties associated with the role, as may be decided by your line manager of the Principal.

**Dimensions** (Financial/Statistical/Mandates/Constraints/No. of direct reports)

- Range of Teachers approximately 80 across the whole school.
- Range of Students approximately 1400.

**Work/Business contacts**

**Internal:** All teachers and support staff to advise how effectively to support students to achieve their Personal Best.

**External:** Parents and Families, Examinations Boards.

**Expertise in Role Required (At selection - Level 1)**

**Essential or Desirable**

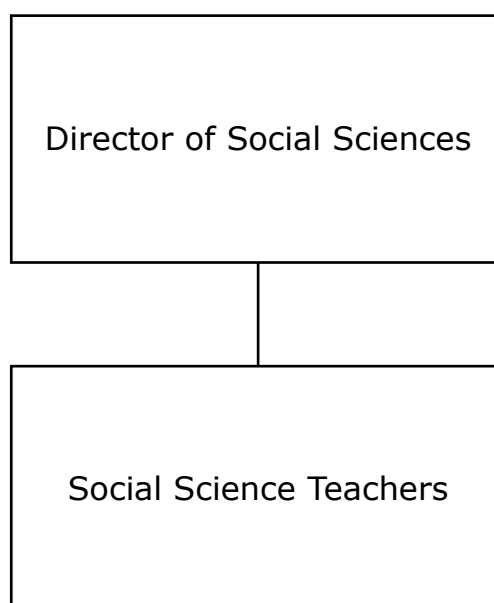
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|---|-----------|
| • Qualified Teacher Status  | Essential |
| • Degree or equivalent  | Essential |
| • Evidence of continuing professional development and a willingness to undertake further development as appropriate                                 | Essential |
| • Evidence of/potential to become an excellent classroom practitioner, capable of inspiring students and forming good relationships with colleagues | Essential |
| • Ability to inspire and motivate students  | Essential |
| • Able to analyse data with a view to developing strategies to improve performance  | Essential |
| • Ability to monitor and evaluate impact of interventions and strategies  | Essential |
| • Detailed knowledge of current developments in subject area for all levels including sixth form  | Essential |

- |   |           |
|---|-----------|
| • Knowledge of innovating teaching and learning strategies  | Desirable |
| • Successful experience or the ability to teach subject at GCSE   | Essential |
| • Successful experience or the ability to teach subject at A Level  | Essential |
| • Highly competent in ICT and the use of computers  | Desirable |
| • Excellent communication skills  | Essential |
| • Excellent behaviour management skills   | Essential |
| • Commitment to the safeguarding of young people  | Essential |
| • A willingness to be fully involved in the wider life of Shelley College, including extra-curricular activities. | Desirable |

**Other (Physical, mobility, local conditions)**

- |   |           |
|---|-----------|
| • Is willing to work flexibly within scope of overall hours, e.g. evening meetings. | Essential |
|---|-----------|

**Structure**



To apply, please complete an application form on the TES website, which can be found on our career site here:

<https://www.tes.com/jobs/employer/-1082675>

Closing date: Monday 18<sup>th</sup> October 2021