**JOB DESCRIPTION**

**Teacher of Criminology, Psychology and Sociology**



**NEWHAM SIXTH FORM COLLEGE**

We have an exciting vacancy for a full-time Teacher of Criminology, Psychology and Sociology to deliver the A-level AQA specification. The successful candidate would also need to offer the ability to teach the WJEC certificate and Diploma in Criminology.

A-level Sociology and Criminology are thriving programme areas at NewVIc. You would join a friendly, dynamic, supportive and innovative team.

At NewVIc we strongly believe in team working and see this as one of the reasons for our success. You will work in a supportive team who aim for high standards.  Managers will give you guidance and support in your work, while the Head of Curriculum will take specific responsibility for your probationary review and appraisal.

You will work well with 16-19 year olds and contribute to a student-centred environment both inside and outside of the classroom. As a teacher, you will be innovative and reflective, with a genuine interest in young people and how they learn, and committed to supporting students in achieving success.

**JOB DESCRIPTION AND PERSON SPECIFICATION**

**POST:** **Teacher of Criminology, Psychology and Sociology**

**REPORTS TO:** **Head of Curriculum – English, Humanities and Social**

**Sciences**

**LOCATION:**  **Prince Regent Lane - East London**

**GRADE: NJC Teachers Pay Scale - T1 to T9**

**SALARY: £29,962.00 to £46,285.00 (depending on experience)**

**HOURS:** **1.0 FTE**

**DATE: August 2022**

**MAIN PURPOSE AS A TEACHER**

1. To contribute to the work of the programme team.
2. To prepare and maintain schemes of work.
3. To prepare students for internal and external assessment.
4. To mark and moderate students' work.
5. To provide a stimulating learning environment for students.
6. To write reports.
7. To maintain students' records.
8. To provide consultation for students, their parents, adults and other clients as directed.
9. To take part in programme reviews and evaluation.
10. To take part in programme and other curriculum development.
11. To develop and implement teaching and learning strategies in line with college policy.
12. To cover for colleagues as required.
13. To observe the requirements of college policy in respect of:
* The mission statement
* Health and safety
* Equality and diversity
* Student discipline
1. To monitor the use of equipment and materials.

**COLLEGE RESPONSIBILITIES**

1. To act as a personal tutor to a group of students if required.
2. To represent the college at meetings as directed.
3. To work with colleagues in support of college policies and initiatives.
4. To participate in the college appraisal process.
5. To participate in inspections and self-assessment.

N.B. This job description is designed to outline a range of main duties that may be encountered. It is not designed to be an exhaustive listing of tasks and can be varied in consultation with the post holder to reflect changes in the job or the organisation.

**EQUALITY DIVERSITY & INCLUSION**

We value diversity and positively welcome applications from all backgrounds. This will help ensure our workforce better reflects the diverse wider community we support. Applicants who declare a disability meeting the minimum criteria for the role will be guaranteed an interview.

**SAFEGUARDING**

We are committed to safeguarding and promoting the welfare and safety of our students and expect everybody working for the Group to share this commitment. We actively seek DBS enhanced clearance checks for applications of employment as part of our safeguarding procedures.

**OTHER INFORMATION**

Confirmation of appointment is subject to a satisfactory 10-month probation period.

In addition to the responsibilities listed above, all employees must be adaptable in their approach and undertake other duties that are commensurate with the potholder’s level, wherever they may be, to achieve the objectives of the College.

Performance – the postholder will be required to participate in performance reviews and undertake a plan of training where necessary.

The post holder will be required to adhere to college policies and procedures.

This post is based at Prince Regent Lane but the postholder may be required to move their base to any other location within the college at a future date.

The postholder may be required to work for 195 days in any year of which 190 will be days on which you may be required to teach in addition to carrying out other duties. Within these 195 days, up to 1265 hours a year will be allocated reasonably to you by the Principal. (Pro rata for fractional appointments.)

In addition, you will work such additional hours as may be needed to enable you to discharge your duties effectively including, in particular, the marking of students' work, the writing of reports on students and the preparation of lessons, teaching material and teaching programmes.

The post holder will be asked to complete a criminal records self-declaration form. Criminal convictions will only be taken into account when they are relevant to the post.

**PERSON SPECIFICATION**

We need you to use the application form to demonstrate your capabilities in relation to each of the criteria listed below (addressing each point in order).

**Method of Assessment key - A – Application form, T – Task, I – Interview**

|  |  |  |  |
| --- | --- | --- | --- |
| **Education/Qualifications** | **Essential**  | **Desirable**  | **Method of assessment** |
| 1. You are normally expected to have a degree related to your teaching subject, although we acknowledge that teachers may also be qualified for their subject by other relevant experience.  It is essential that you are qualified to at least level 4 in a relevant subject.
 | x |  | A |
| 1. We usually appoint only qualified teachers.  We will, however, consider applications from candidates who will commit themselves to gaining a recognised teaching qualification within a set time when there are exceptional circumstances, e.g. extensive relevant industry experience
 | X |  | A |
| 1. A grade C or higher in English and maths GCSE (or equivalent).
 | X |  | A |
| **Knowledge & Skills** |
| 1. Current developments in vocational and academic education and training
 | X |  | **A, T, I** |
| 1. The relevant curriculum area in the industrial/commercial sector where appropriate
 | X |  | **A, T, I** |
| **Experience** |
| 1. Teaching on a range of programmes
 | X |  | **A, T, I** |
| 1. A range of teaching and learning strategies, including use of Information Learning Technology
 | X |  | **A, T, I** |
| 1. Working in teams
 | X |  | **A, T, I** |
| 1. Tutoring
 | X |  | **A, T, I** |
| 1. Curriculum development
 | X |  | **A, T, I** |
| **Commitment** |
| 1. Commitment to NewVIc’s mission and values and to the development of an outstanding college in every respect
 | X |  | **A, T, I**  |
| 1. Commitment to the development of every student as a successful learner
 | X |  | **A, T, I** |
| 1. Commitment to equality and diversity.
 | X |  | **A, T, I** |

**CLOSING DATE: 12 noon, 18 August 2022**

**SELECTION DATE: Between 23 and 26 August 2022**

**VACANCY ID: TP/39**

**APPLICATION PROCESS:** Candidates are longlisted on the basis of their written application and the extent to which they meet the standard criteria. You are advised to ensure that you use your supporting statement to indicate the extent to which you meet each of the criteria in the person specification below.

The selection day usually starts with a briefing on the post and the college. You may also be asked to complete a short written activity, a micro teach and a panel interview, usually on the same day.

**APPLICATION FORM:** For an application form please visit <https://www.newvic.ac.uk/jobs> or email jobs@newvic.ac.uk