



## **COULSDON VI COLLEGE - CREATING GREAT FUTURES**

### **A Level English Language and Literature Teacher**

At Croydon College Group our staff are passionate and committed to achieve the very best outcomes for our students. We recognise and value our people as our most important asset in achieving each of the aspirations within our [College's Strategic Plan 2019-2024](#). We believe it is through our people that an excellent student experience will be delivered, and this will have a positive impact in our local community. We value inclusion and we are committed to the promotion of equality, diversity, and inclusion, ensuring we have a diverse, skilled, and motivated workforce who are empowered and engaged. This makes our College a unique, vibrant and rewarding place to work.

Our visions and values ensure that we put our students first and value our staff. You can view a short video on our vision and values [here](#).

#### **Coulsdon Campus**

Coulsdon Sixth Form College was formed in 1988 on the site of the former Purley High School for Boys which existed from 1914 to 1988. Originally located in Purley, in 1936 it relocated to Placehouse Lane, Old Coulsdon. Our wonderful campus remains in the heart of Old Coulsdon, having had a complete rebuild, which offers exceptional learning facilities to our students, and a fantastic working environment for our staff

#### **A Level and Applied Sciences Learning Area**

The A-level and Applied Sciences Learning area is a vibrant Faculty with a wide range of subjects including Criminology, History, Law, Politics, Business studies and Science. We have excellent classroom facilities to teach our learners and we are proud of our staff who work collaboratively to share best practice and support each other to ensure we get the best possible outcomes for our students.

## **JOB DESCRIPTION – A level English Language and literature Teacher**

### **Overall Purpose**

To provide high quality, relevant teaching, learning and assessment in A Level English language and Literature, which enable students to maximise their educational and personal development potential. Ensuring learning is engaging and interactive, creating the best possible outcomes for our learners.

### **Main Duties and Responsibilities**

1. To deliver English language and Literature curriculum effectively through a variety of different learning strategies, including digital technologies.
2. To adopt appropriate learning strategies having given due consideration to intended learning outcomes and the characteristics and needs of the learners.
3. To communicate effectively with students and respond appropriate to their needs.
4. To ensure appropriate student participation in the teaching and learning process in classes, engaging exercises, case studies etc.
5. To ensure that the learning outcomes are efficiently and effectively delivered.
6. To ensure that curriculum content, learning materials and curriculum delivery is inclusive and celebrates equality, diversity and inclusion.
7. To participate in the development of the curriculum ensuring that its content is relevant and current.
8. To promote and contribute to cross-curricular work in the College, working collaboratively with all Faculty areas and sharing best practice.
9. To contribute as required to programme submissions ensuring that all deadlines are met.
10. To ensure that the curriculum meets the requirements of validating and awarding bodies.
11. To ensure that there is an appropriate marking framework and that all assessments are fairly marked and graded and that there is consistency between gradings.

12. To meet the deadlines set for the return of work to students and provide feedback in keeping with the policy of the College.
13. To utilise those methods of assessment most appropriate to the curriculum content and learning outcomes.
14. To engage and contribute to the implementation of the College's SAR and Quality Improvement Plans through constructive feedback through the HoL.
15. To be reflective and participate in learning walks, teaching and learning observations, inspections and visits from professional and awarding bodies etc, and to provide information as required in the required format and within the set time scale.
16. To assist in the arrangements within the Learning Area for the induction of students and monitoring progress, offering guidance to students where necessary and liaising with Principal/Tutors, and parents, where appropriate.
17. To assist with the organisation of work experience as required.
18. To assist in the arrangements made for students to receive advice on courses in Higher Education and Career opportunities related to, or progressing from those in the Learning Area, ensuring that references are produced when requested.
19. To assist in the setting up and organisation of college examinations in the subjects covered by the Learning Area and assisting, where necessary, the Examinations Officer in the supervision of public examinations.
20. To assist with organisation and accompany students on, educational visits which may include overseas, residential trips.
21. To ensure that Faculty records are kept up to date. To share in the recording and analysis of internal examinations, ALIS and external examination results and, with the Head of Learning, take whatever action is necessary to sustain and improve performance by students.
22. To undertake any other particular duties which may be reasonably assigned to you by the Head of Learning, or Principal from time to time.

### Person Specification

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Appropriate teaching qualification to teach in a Sixth Form College*.</li> <li>• Degree or other relevant professional qualification in English.</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of the 16–19 curriculum, with a proven track record of effective delivery.</li> <li>• A proven track record of success as a English teacher, as exemplified by strong student outcomes.</li> <li>• Up to date knowledge of current practice and ability to deliver a current curriculum.</li> <li>• Good interpersonal, organisational and IT skills, applying digital technologies to learning.</li> <li>• An awareness of the needs of students in post-16 education, including a knowledge of student wellbeing and safeguarding.</li> <li>• Demonstrable ability to participate in curriculum planning, coursework design and moderation.</li> </ul>	
<b>Skills &amp; Attributes</b>	<ul style="list-style-type: none"> <li>• A demonstrable ability to communicate effectively with students, including adapting communication styles where needed.</li> <li>• A strong student focus and commitment to the outcomes for our learners.</li> <li>• A commitment to continuous learning and personal development.</li> <li>• Commitment, enthusiasm and flexibility in the delivery of teaching.</li> </ul>	

	<ul style="list-style-type: none"> <li>• The ability to meet deadlines and managing conflicting demands.</li> <li>• Working in an inclusive and collaborative way, engaging with colleagues and sharing best practice across the College and within the wider College Group.</li> <li>• A demonstrable commitment to equality, diversity and inclusion, ensuring the College is a positive and inclusive learning environment.</li> </ul>	
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NB: This job description and persona specification outlines a range of main duties. It is not exhaustive and can be varied in consultation with the post holder in order to reflect changes in the job or the organisation.

### **Safeguarding**

This post is recruited in line with Safer Recruitment practices. You must demonstrate in your application, your ability to work in a way that promotes the safety and wellbeing of children and young people. If you are successful, this post will be subject to an enhanced DBS check and other onboarding requirements in line with the [Keeping Children Safe in Education Guidelines](#).

### **Staff Benefits**

Apart from our great location, our wonderful staff and positive culture, we also offer a range of other staff benefits. This includes:

- Generous annual leave
- Defined benefit pension schemes
- Cycle to work scheme
- IT salary sacrifice scheme
- UNIDAYS online discount
- Costco membership card
- TOTUM NUS Extra Card
- Annual season ticket loans
- On-site [Aura Hair and Beauty Salon](#) offering hairdressing, beauty and complementary therapies at competitive prices (Croydon campus)
- Access and use of the College library

We also value staff development and have 7 days a year planned for staff development, including elements of team development, socialisation and staff wellbeing.



### Next Steps

If you are as passionate about making a difference, we look forward to receiving your application and joining our great college group. If you have any questions and would like further information, please do not hesitate to contact [HR@croydon.ac.uk](mailto:HR@croydon.ac.uk)

Apply via: <https://croydon.ac.uk/student-life/job-vacancies/>

