

## ARTS EDUCATIONAL SCHOOLS LONDON

### JOB DESCRIPTION AND PERSON SPECIFICATION

JOB TITLE	Teacher of History and Politics
SALARY	Between £28,000 and £30,000 depending on experience.
NATURE OF POST	Part-time / Full-time (may be negotiable but minimum of 4 full days will be required)
IMMEDIATELY RESPONSIBLE TO	Head of History

#### **Background**

ArtsEd Day School and Sixth Form is the number one performing arts school in the UK. ArtsEd originated from two schools, one founded in 1919 by Grace Cone and one founded in 1922 by Olive Ripman. These two educational pioneers believed passionately in the value of combining a general academic education with specialised training in dance, drama, music and art. They were committed to preparing young people for professional careers in or related to the theatre. In 1939, Grace and Olive joined forces to create the Cone Ripman School, subsequently named the Arts Educational Schools. Dame Alicia Markova and Sir Anton Dolin drew almost exclusively on ArtsEd students to help them create their revolutionary company London Festival Ballet, which eventually became the English National Ballet. Ballerina Dame Beryl Grey became Director of the Schools in the 1960s. ArtsEd continued to innovate, introducing both professional acting and musical theatre courses and in 1986 moved to its present home in Chiswick. In 2007, Lord Andrew Lloyd Webber became President, heralding an auspicious new era for ArtsEd.

#### **JOB DESCRIPTION**

The teacher will be part of a small department teaching History to pupils at Key Stages 3, and it is also a popular and successful subject taught at GCSE and A Level.

The successful candidate should be able to communicate their passion and develop interest and expertise in the subject in the creative students who attend this unusual and dynamic school.

The ethos of the school is one of shared responsibility to which all teachers make a significant contribution. As many departments consist of just one-member it is important that the teacher contributes throughout the year to the school's strategic planning.

#### **PRINCIPLE RESPONSIBILITIES**

- To share the teaching of the KS3 - KS5 syllabus in History & Politics
- To contribute to the development of curriculum changes at KS 5 and 4

#### **GENERAL**

- Teach classes
- Maintain and monitor appropriate records of pupils' learning and achievements
- Contribute to the development of suitable schemes of work for all Key Stages
- Write reports, attend parents' meetings and respond to parents' enquiries

- Implement the school's agreed policies
- Maintain effective discipline through implementation of the school's agreed policies and procedures
- Take part in the performance management/appraisal programme
- Attend meetings as appropriate
- Liaise with classes' and individual pupils' form tutors
- Take on the pastoral responsibilities of a Form Tutor if appropriate
- Keep abreast of all examination specifications and meet all deadlines.

## **CURRICULUM**

- Teach History throughout the school, and Politics in the Sixth Form
- Ensure that curricular records and assessments are kept and reports written
- Mark all work set in relation to the examination mark schemes
- Mark KS3 in accordance with the ArtsEd mark scheme
- Differentiate according to need and ensure extension tasks are provided for GATE students
- Help organise and participate in out-of-school visits
- Ensure that health and safety issues are properly understood and procedures followed effectively and consistently

## **ADDITIONAL INFORMATION**

- The post holder must always carry out their responsibilities with due regard to the Arts Educational Schools London Equal Opportunities policies.
- The post holder must accept responsibility for ensuring that the policies and procedures relating to Health and Safety in the workplace are always adhered to.
- The post holder must respect the confidentiality of data stored electronically and by other means in line with the Data Protection Act.
- All staff must follow all policies and procedures and adhere to the staff code of conduct
- All staff are required to regularly undertake Safeguarding, Prevent, and GDPR training and to maintain their own professionalism and job-related knowledge through ongoing CPD.
- All staff must accept their responsibilities in relation to, and adhere to the Staff Code of Conduct
- The above list is not exhaustive, and the post holder will be required to undertake such duties as may reasonably be expected within the scope and grading of the post.
- All members of staff are required to be professional, co-operative, and flexible in line with the needs of the post and the school.
- All Job Descriptions are reviewed annually and will change to reflect the needs of the School and the post.
- ArtsEd is committed to the safety, wellbeing and safeguarding of all pupils and students and expects all staff to share this commitment. Staff in all posts are required to hold a clear, enhanced DBS.

## **PERSON SPECIFICATION**

### **Qualifications:**

- A degree in History

### **Skills:**

- Ability to design and implement interesting and creative schemes of work
- An efficient and effective teacher with evidence of good teaching skills
- Effective classroom management
- Ability to teach pupils of all abilities

### **Knowledge:**

- **Good subject knowledge to degree level**
- **Knowledge of AQA syllabuses for GCSE and A-level would be desirable**
- A range of teaching pedagogy and strategies relevant to the teaching of the subject
- Familiarity with current best practice

### **Personal Qualities:**

- Energy, enthusiasm and passion for the subject
- The ability to inspire in pupils a love of the subject and the desire to reach the highest possible standards
- A commitment to the broad education of children
- The aptitude to work constructively with children across a wide range of age and ability
- The ability to work as part of a team
- Excellent communication skills

## **SALARY AND CONDITIONS**

- All offers of appointment are subject to Arts Ed receiving satisfactory references, DBS and a declaration of medical fitness
- All posts are subject to reasonable adjustment under the Disability Discrimination Act (1995)
- All appointments are subject to a probationary period of 1 year

## **APPLICATIONS**

All applicants must provide:

- a) A letter of application clearly outlining your suitability for the post based on the particular requirements outlined in the Job Description.
- b) A completed application form (available to download from the school's website or via TES)

When preparing a letter of application, you should address carefully the post details enclosed and in particular the qualities outlined in the Job Description and Person Specification. Please include examples where appropriate.

Please return the completed application form to Bav Santa, HR : [bsanta@artsed.co.uk](mailto:bsanta@artsed.co.uk)

## **Interviews**

Please note that only short-listed candidates will be contacted for interview.

Interviews will be conducted via a video link.

Additional interview tools may be used with candidates not being able to attend a face to face interview and teach a lesson due to Covid-19

Please apply by Friday 3<sup>rd</sup> July