



Stoke Newington School  
& Sixth Form

# **JOB PACK**

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**Director of English**



Stoke Newington School  
& Sixth Form

Headteacher: Annie Gammon  
Stoke Newington School  
& Sixth Form  
Clissold Road  
N16 9EX

T: 020 7241 9600  
E: [admin@sns.hackney.sch.uk](mailto:admin@sns.hackney.sch.uk)  
[www.stokenewingtonschool.co.uk](http://www.stokenewingtonschool.co.uk)

Dear Applicant,

Thank you for applying for a pack for the post of Director of English at Stoke Newington School and Sixth Form.

This is an exciting time to be working with us: we have an oversubscribed school, a diverse and enthusiastic student intake, a English team achieving strong outcomes at KS4 and post 16. You will be joining a strong leadership team as a significant player on that team.

This is a key post for the school as you will be leading one of our core subjects. We have a skilled and enthusiastic team of English teachers: you will be supported by post holders for KS3, KS4 and KS5 and a lead practitioner in English. We will want you to ensure strong, inspiring teaching across the team leads to excellent progress for all groups of students: particularly PPI students. You will have excellent interpersonal and leadership skills and the highest expectations of every student and member of staff. Successful experience of teaching A level English is preferred.

The governors, headteacher and SLT are completely committed to investing in whatever is most effective to improve the quality of teaching – we look forward to supporting you.

I look forward to meeting you and showing you round the school. Visits to the school are recommended and will take place Thursday 1<sup>st</sup> February at 11.30 am or Monday 5<sup>th</sup> February at 9.00am. The closing date for applications is Tuesday 20<sup>th</sup> February 2018.

Please call Ioannis Mitrokotsas on 020 7461 9678 for any more details.

Best wishes,

Annie Gammon

Headteacher

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# Director of English

Required for September 2018

**Salary**

**Inner London Leadership scale L11-L14**

### The School

This is an exciting opportunity to contribute to the development of a successful and popular 11-19 inner-city comprehensive school. The school is proud of all its subjects and is especially committed to creative teaching and learning: our school has Artsmark Platinum. We aim that every colleague has excellent professional development which leads to every student having an outstanding education.

### The Post

You will be leading the English Faculty where we expect you to further drive the development of this successful team, building on its strong achievements at each Key Stage. We expect you to achieve outstanding teaching for every class and outstanding results for every child. You will be supported by a strong team of responsibility holders, including a Lead Practitioner. The school also has a Literacy Intervention lead in post. You will be a member of the extended leadership team and take responsibility for a whole school initiative. You will be supported throughout by a strong leadership team who are ambitious for every student's and every staff member's success.

### You

The successful candidate will

- Have a vision for teaching English and for our English team
- Have the creativity, experience, determination, organisational and teambuilding skills to drive the continued development of this team and the future success of every one of our students in English
- Have experience of leadership in a high achieving English team
- Want the very best for and from every student and every member of staff
- Be ambitious for whole school leadership involvement.

If you are interested in joining us then please contact Ioannis Mitrokotsas at the school for further information and an application form at Stoke Newington School, Clissold Road, London N16 9EY. Tel 0207 241 9678. Alternatively, you can download an application pack + job description from our website [www.sns.hackney.sch.uk](http://www.sns.hackney.sch.uk).

Visits to the school are recommended and will take place Thursday 1<sup>st</sup> February at 11.30 am or Monday 5<sup>th</sup> February at 9.00am.

**The closing date for receipt of applications is Tuesday 20<sup>th</sup> February 2018.**

## Job Description

**TITLE OF POST:** Director of English

**ALLOWANCE:** Leadership scale 11-14

## Function of the post

**The Director of English is responsible for:**

- Leading and managing all aspect of English education within the school.
- Leading the work of the English department to ensure the highest standards from all staff and the highest achievement by all students
- Being a key member of the senior leadership team

## Main Tasks and Responsibilities

1. To teach English in years 7 – 13.
2. To evaluate performance data and implement strategies to raise attainment, including for different groups – especially disadvantaged students
3. To be responsible for the department's development work to ensure further raising of achievement
4. To be responsible for the effective line management of the post holders within the department so that roles are fulfilled and the whole team work effectively together
5. To be responsible for the setting of high expectations and monitoring and evaluation of all English work done in the department by teachers and students.
6. To be a member of the extended leadership team; taking on responsibility for an initiative or project and contributing fully to school development and improvement, including modelling excellent practice as a subject leader
7. To fulfil the requirements of a subject teacher as outlined in the Staff Handbook.
8. To fulfil the role of a Leader of the Faculty as outlined in the Staff Handbook and as a member of the school development group, to contribute to whole school development and policies and to implement these
9. To carry out all responsibilities in accordance with the school's equal opportunities policies.

## SELECTION CRITERIA

### Skills & Abilities

1. Excellent interpersonal skills and the ability to work collaboratively. This should lead to the professional development of staff and to the achievement of department aims. Ability to engage and inspire the team.
2. Excellent communication and organisational skills leading to the efficient and very effective running of the English team.
3. Excellent teaching skills and the ability to describe and develop excellent pedagogy
4. Ability to set and model high expectations at all times.
5. Ability to hold teachers and post holders to account
6. Ability to work hard under pressure.
7. Ability to use I.T. effectively.
8. Commitment to personal career development.
9. Ability to think and plan strategically and manage change.

### Knowledge and Understanding

Knowledge and understanding of recent developments in English education

Knowledge and understanding of school development and the role to be played by the Director of English and the English team.

Knowledge of strategies for supporting, guiding and challenging teachers and improving teaching and learning.

Knowledge of strategies for raising achievement at all key stages

Knowledge of strategies for improving English learning for disadvantaged students

Knowledge of ways of creating a high profile subject within the school and community.

## Equal Opportunities

1. Understanding of the different social backgrounds of students.
2. Understanding of the needs of different students, and the appropriate policies and strategies to support them.
3. Understanding of the needs of bilingual students.
4. Commitment to equal opportunities across all groups of staff

## Experience

1. Experience of successful leadership of a English team or successful leading of a responsibility in a English team
2. Experience of teaching English to students of all abilities.
3. Experience of working in a team with value added in the top quartile for KS4
4. Experience of leading aspects of professional development
5. Collaborative methods of teaching and working with colleagues in the preparation, assessment and monitoring work.
6. Leading and managing change and leading and managing people.
7. Using IT to raise achievement and as a management tool.
8. Experience as a form tutor and/or pastoral work.
9. Experience of involvement in whole school initiatives
10. Excellent results from own classes in current role

## Qualifications

Qualified teacher status.

Good degree in English or English related subject