

## Applicant Pack – Teacher of Law

**Salary:** Points 1 to 9 of the sixth form colleges teacher pay scale, currently £30,500.00 to £47,133.00 per annum FTE (£13,615.00 to £21,040.00 per annum pro rata for the part-time contract).

**FTE:** 0.4464  
Please note the hours are expected to be worked over 4 short days, timetable dependant.

**Pension:** Teachers' Pension Fund – Employer contribution rate of 23.68%, plus Death in Service Grant of 3 x your annual salary

**Contract type:** Permanent.

**Other benefits:**

- Access to Kirklees Employee Healthcare (e.g. private counselling, physio, etc).
- Eye test vouchers.
- Flu vaccination vouchers.
- Free onsite car parking.
- Cycle to work scheme.
- Health and wellbeing events throughout the year, including dedicated staff wellbeing day.
- Enhanced maternity and paternity pay.
- Personal and professional development opportunities.

**Reports to:** Head of Department

**Closing date:** 07 April 2024

**Start date:** 27 August 2024



## Welcome Letter

On behalf of Greenhead College, thank you for your interest in the post of Teacher of Law. We are pleased that you are considering Greenhead College as the next stage in your career and we hope, subject to matching our criteria, you will apply.

Greenhead College is located on an attractive campus close to Huddersfield town centre, adjacent to the picturesque Greenhead Park. We are a short drive from the M62 and within walking distance of the train and bus station. Therefore, the College is an easy commute from much of the Northwest and Yorkshire.

The College provides outstanding education to approximately 2750 students, who study predominantly A Level courses. The philosophy of the College is based on the principle that each student and staff member is an individual and to be valued. According to the Government performance tables, Greenhead is currently one of the best performing Sixth Form Colleges nationally.

In March 2022, the College was once again graded 'Outstanding' by Ofsted, with no areas of weakness identified. This is testament to the resilience, ambition and success of our students, and the hard work of staff.

The College is a great place to work, with a warm, inclusive atmosphere existing between students and staff. Our staff are recognised for their hard work and are encouraged to inspire each another, and to develop and grow. We are proud to have a strong and able College Leadership Team, and a highly experienced Board, who work collaboratively to deliver the College's purpose and principles, and strategic objectives.

If you have any queries about this role, please contact our Human Resources Team via email [jobs@greenhead.ac.uk](mailto:jobs@greenhead.ac.uk) who will be happy to help.

We look forward to receiving your application.

Best wishes,

Simon Lett  
Principal

## **Job Description – Teacher of Law**

### **Duties & Responsibilities:**

The College seeks talented classroom teachers who are committed, enthusiastic and flexible in their approach to work.

In the first instance, the roles duties and responsibilities are listed below. This list is an outline of the key tasks and responsibilities and is not intended as an exhaustive list. As the needs of the College change, post-holders may be expected to take on or relinquish responsibilities, as directed by the Head of Department or members of the Senior Leadership Team.

### **Role-specific responsibilities:**

1. Teaching 2 blocks towards A-level examinations in Law.
2. One hour of enrichment (non-examination courses) per week in one term only.
3. Weekly subject support sessions with students.
4. Attendance at staff and departmental meetings, Open Evenings and Parents' Evenings.
5. Being in sympathy with a college ethos which finds its roots in a staff strongly committed to the college in all aspects and activities. It is based on a philosophy that valuing students and helping them to experience success and sometimes working through failure helps them to grow in confidence and to succeed.
6. As a teacher you are to ensure that you embed into your teaching, learning and assessment strategies where appropriate, the fundamental principles that underpin the Prevent Strategy and Fundamental British Values. You are also required to ensure that they are appropriately reflected in your classroom and corridor displays.

### **Safeguarding:**

1. All staff and senior postholders have a duty for safeguarding and promoting the welfare of children and young persons. Staff must be aware of the College's procedures for raising concerns about children's welfare and must report any concerns to the Designated Person without delay. Staff must also ensure they attend the appropriate level of safeguarding children training identified by the College as relevant to their role.

### **General duties - the post holder will also:**

1. Promote, act as a role model and implement the College's policies, practices and procedures including those relating to diversity and inclusion.
2. Take reasonable care of the health and safety of self, other persons and resources whilst at work. This entails supporting the college's responsibilities under the Health and Safety at Work Act.
3. Demonstrate day to day commitment to the College's core values of community and mission statement.
4. Carry out such reasonable additional duties as may from time to time be determined by or on behalf of the Corporation.

### **Diversity and inclusion statement:**

The College will seek to ensure that all existing and potential employees and students are given equal opportunities for employment and education. It is committed to the elimination of unlawful or unfair discrimination on the grounds of sex, age, marital status, colour, race, nationality or other ethnic or national origin, disability, sexual orientation, trade union membership or activity and religious background.

The College will seek to ensure that no applicant for employment or education is disadvantaged by conditions or requirements which cannot be justified. The College provides an open, welcoming and safe environment for all its students, employees and visitors.

### **Safeguarding Statement:**

The College is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults, and expects all staff to share this commitment.

### **Prevent Statement:**

The successful applicant will be required to uphold the values of democracy, rule of law, individual liberty and tolerance and have mutual respect for those with different faiths and beliefs.

**Simon Lett**  
Principal





## Teacher of Law - How to Apply

### Closing Date:

The closing date for applications is Sunday, 7 April 2024 and interviews will take place shortly after.

### Applicants for this post are asked to:

1. Complete the College's application form or TES application form and Equality and Diversity form.
2. Write a supporting letter of application, with CV if you consider it useful.

### Please send the completed documents to:

Jen Rothery, HR and Recruitment Manager, as an email attachment to [jobs@greenhead.ac.uk](mailto:jobs@greenhead.ac.uk)

### Safer Recruitment:

Greenhead College is committed to safeguarding the welfare of all of its students and staff. The successful candidate will have to meet the requirements of the person specification in order to be offered the post and will be subject to safer recruitment checks. This position is working in regulated activity and therefore exempt from the Rehabilitation of Offenders Act 1974. Applicants will be required to self-disclose particular criminal convictions should they be shortlisted for interview. Further details can be found within the DBS filtering guide at <https://www.gov.uk/government/publications/dbs-filtering-guidance>

All offers of employment are subject to the following pre-employment checks:

- Two satisfactory references
- Enhanced DBS check with barred check list
- Overseas check if you have lived or worked abroad within the last five years
- Evidence of the right to work in the UK
- Prohibition check order
- Qualifications
- Fitness for Work

*If you apply and are unsuccessful in being called to interview, can we thank you in advance for your time and trouble in making this application. Due to time constraints it would be impossible to respond to everyone individually - we hope that you will understand.*

*The college is committed to Diversity and Inclusion and welcomes applications from all sections of the community.*

## Person Specification – Teacher of Law

|  | Essential | Desirable |
|--|-----------|-----------|
| <b>QUALIFICATIONS:</b>                                       |           |           |
| Degree or equivalent.  | x         |           |
| Teaching qualification.                                      | x         |           |
| Evidence of appropriate continuing professional development. |           | x         |

|  | Essential | Desirable |
|--|-----------|-----------|
| <b>EXPERIENCE:</b>   |           |           |
| Experienced teacher in subject area with proven track record, or ECT with an interest in teaching 16–19-year-old students. | x         |           |
| Evidence of knowledge and practice of development in subject area teaching.  |           | x         |

|  | Essential | Desirable |
|--|-----------|-----------|
| <b>SKILLS &amp; ABILITIES:</b>   |           |           |
| Capacity to motivate, encourage and inspire students of all abilities.         | x         |           |
| Ability to work flexibly and to be self-motivated.                             | x         |           |
| A passion for the subject area.  | x         |           |
| Experience of development and using innovative teaching materials.             |           | x         |
| Willing to contribute to subject related enrichment activities.                |           | x         |
| A willingness and flexibility to teach across other subject areas if required. |           | x         |

|   | Essential | Desirable |
|---|-----------|-----------|
| <b>ATTRIBUTES</b>   |           |           |
| Ability to empathise with 16-19 age range   | x         |           |
| Courteous, positive, and can-do approach  | x         |           |
| A commitment to quality   | x         |           |
| A willingness to be flexible  | x         |           |
| A proven commitment to safeguarding and promoting the welfare of young people                 | x         |           |
| A proven commitment to diversity and inclusion and an understanding of the College's policies | x         |           |
| Positive and professional approach with a high level of commitment to the College             | x         |           |

**The above criteria will be assessed by the:** Letter of Application, Interview & Assessments.