



TEACHERS OF BIOLOGY

Up to four posts, one required from approximately May 2021 and the others from 1 September 2021

We are seeking to appoint up to four teachers of biology to join this thriving and successful department. As a college we are ambitious for our students and seek to appoint staff who can bring the right blend of flexibility, commitment, energy and vision.

There may be an opportunity to teach environmental science alongside biology for candidates who have an interest in this area.

- **Post 1 (permanent, full time)**

This vacancy arises due to the retirement of a part-time teacher and to accommodate a request by another for a reduction in FTE

- **Post 2 (approximately 0.6 FTE, fixed term for approximately one year or the return of the current post holder if earlier)**

This post is to cover a member of staff on maternity leave and is expected to start in mid-May at approximately 0.6 FTE. There may be the opportunity to add more hours to this post from September potentially taking it up to full time.

- **Posts 3 and 4 (approximately 0.6 to 1.0 FTE, fixed term for one year)**

These posts are to cover members of staff who have requested sabbaticals and so are fixed term for the academic year 2021-22. In filling these vacancies there is some flexibility in FTE (see **Note** below).

Note: Please clearly state in your covering letter which post(s) you are applying for. In the case of Posts 2, 3 and 4, please also clearly state the FTE or range of FTEs you would be interested in.

We welcome applications from teachers with ideas, enthusiasm and strong teaching ability, who can work within the diverse demands of the department whilst maintaining its recognised strengths and attributes.

Pensions, Pay and Safeguarding

The BHASVIC Corporation has adopted the conditions of service and salary scales applicable to sixth form colleges. **The current full-time salary range for qualified teachers is £25,260 to £41,226 per annum (depending upon experience). This will be pro-rata depending on your FTE.**

All teachers at BHASVIC automatically become members of the Teachers' Pension Scheme (TPS). The TPS is a contributory scheme administered by Teachers' Pensions on behalf of the government. As a member of the TPS you will pay between 7.4% and 9.6% of your gross salary (from 1 April 2020) and your employer pays a further 23.68% (from 1 September 2019). Once you have started your job at BHASVIC you have the option to opt out of the teachers' pension scheme. If you wish to opt out, you must do so within three months of your start date in order to receive a refund of your contributions. For further information see www.teacherspensions.co.uk.

BHASVIC is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Our vetting procedures for prospective employees are in line with the guidelines provided by the Department for Children Schools and Families. Further information can be found on <http://www.education.gov.uk/childrenandyoungpeople/safeguardingchildren>

The Biology Department

The number of students taking science A levels at BHASVIC has grown significantly in the last few years, reflecting the excellent results and reputation of our Biology department. Approximately 650 students study within the department each year.

The successful candidates would have the opportunity to work as part of a friendly, effective and thriving team of staff currently comprising eleven teachers, supported by a superb team of technicians. Since October the department has been housed in a new building where we teach in a suite of five brand new laboratories with associated prep room and student study space.

The curriculum on offer comprises the following courses: A level Biology (WJEC Eduqas) and A level Environmental Science (AQA). As part of the College's enrichment programme, the department also runs a highly successful Preparation for Medical Careers course, which supports potential medics, dentists and vets through the application process, and the Crest Award.

HOW TO APPLY

For details of how to submit your application, please visit our website www.bhasvic.ac.uk/the-college/working-for-us/current-vacancies

Please complete Parts 1 and 2 of the job application which can be found on our website. Part 1 will be separated and only Part 2 (Application form, Personal statement & Cover letter) will be used in the shortlisting process.

Please note that it is College policy to shortlist applicants on the basis of a completed application form, letter and accompanying statement. CVs submitted alone without a completed application form and statement will not be considered.

PART 2

Note: Please state clearly in your covering letter the post you are applying for and the FTE or range of FTEs you would be interested in.

- **Your personal statement should be a detailed statement outlining how you meet each of the criteria in the person specification below. Use the criteria as headings when writing your statement. Where applicable, give examples of situations when you have used the skills and attributes detailed.** It is very important that your application is in the format requested. Candidates will be short-listed on the person specification criteria alone.
- **Please use only your initials for all the documents in PART 2, including your personal statement and cover letter, submitted to the shortlisting panel.** Please use 3 initials by entering the first letter of your first name, middle name and surname. If you do not have a middle name use 'Z' between the first letter of your name and surname (i.e. LZO for Linda Owen).

The deadline for receipt of applications is **9am Friday 19 March 2021**

Shortlisted candidates will be invited to interview on either **Tuesday 30 March or Thursday 1 April.**

For applicants who are invited to interview there will be ample opportunity to learn more about our provision and needs through discussions with staff.

BHASVIC is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

(March 2021)

PERSON SPECIFICATION

We are looking for someone who can demonstrate the following:

QUALIFICATIONS

- 1 Qualified at degree level in Biology or a related subject and in possession of an appropriate teaching qualification (e.g. PGCE with QTS or QTLS).

KNOWLEDGE

- 2 Up-to-date subject knowledge in Biology at Advanced level.
- 3 A good understanding of how students learn.

EXPERIENCE¹

- 4 Experience of teaching Biology at Advanced level.

SKILLS

- 5 Ability to deliver a high standard of teaching, learning and assessment.
- 6 Ability to evaluate, reflect and continually improve.
- 7 Excellent interpersonal skills and the ability to work effectively with students, colleagues and parents.
- 8 Ability to promote high standards of literacy, numeracy and ICT.

PERSONAL QUALITIES AND PROFESSIONAL CONDUCT

- 9 High professional standards, showing regard for the ethos, policies and practices of BHASVIC, and of the contractual frameworks which set out professional duties and responsibilities.
- 10 An understanding of statutory safeguarding responsibilities.
- 11 A commitment to equality, diversity and inclusivity.

ADDITIONAL DESIRABLE CRITERIA

- 12 An interest in environmental science.

¹ The experience expected of an NQT applicant is that which might reasonably be gained on a PGCE or equivalent course

JOB DESCRIPTION

Post title: Teacher of Biology

Responsible to: Head of Biology

Specific duties

Teaching

- plan, prepare and deliver an agreed teaching commitment
- set and mark student work
- assess, record and report on progress and attainment of students

Guidance and support of students

- promote the progress and well-being of individuals and groups of students
- provide educational and careers guidance and advice to students, keeping relevant records
- communicate and consult with parents (and other external agencies)
- attend meetings as required to fulfil above duties

Assessment and reports

- provide/contribute to oral and written assessments, reports and references

Appraisal and staff development

- participate in the College's formal appraisal/ performance management arrangements
- review your professional practice and participate in further training for professional development

Discipline, health & safety

- maintain good order and discipline for students both on-site and in supervised off-site activity
- secure student safeguarding (both on and off premises)

Staff meetings

- Participate in meetings at the College for curriculum, administration or guidance purposes

Cover

- Supervise, and so far as practicable, teach any students whose teacher is not available to teach them (following contractual guidelines outlined in the Red Book)

Public examinations

- prepare students for public examinations, including any relevant internal assessment and moderation

Leadership and management

- coordinate or manage the work of other staff
- review, develop and manage activities relating to the curriculum
- where appropriate, contribute to the appointment and professional development of other teachers (including new and probationary teachers and support staff)

Administration

- participate in all relevant administration and organisational tasks
- register student attendance
- fulfil any other reasonable duties as designated by the Principal

Below is the full statement from the Red Book:

Cover

- *Supervise, and so far as practicable, teach any students whose teacher is not available to teach them with the proviso that no teacher shall be required to provide such cover:*

(a) after the teacher who is absent or otherwise not available has been so for three or more consecutive working days;

(b) or where the fact that the teacher would be absent or otherwise not available for a period exceeding three consecutive working days was known to the college for two or more working days before the absence commenced unless,

(i) she/he is a teacher employed wholly or mainly for the purpose of providing such cover ('a supply teacher')

(ii) or the college has exhausted all reasonable means of providing a supply teacher to provide cover without success,

(iii) or she/he is a full-time teacher at the college but has been assigned by the Principal in the timetable to teach or carry out other specified duties (except cover) for less than 75 per cent of those hours in the week during which students are taught at college.

March 2021