



Required to start on 1 September 2018

TEACHER OF COMPUTER SCIENCE (part time, fixed term, 8 hours per week, 0.3478 FTE with a possibility of more hours in September for anyone able to offer tutoring)

We are seeking to appoint an enthusiastic, committed and skilful teacher to join our successful and ambitious department of Computer Science & IT within this vibrant and popular college. The successful candidate will have excellent subject knowledge and a passion for inspiring students of all abilities to exceed expectations.

As a College we are ambitious for our students and we seek to appoint staff who can bring the right blend of flexibility, commitment, energy and vision. We welcome applications from enthusiastic and versatile teachers at any stage of their career, including new entrants to the profession.

This post is fixed term for one year due to a projected increase in student numbers for 2018/19

Pay, Pensions 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 £23,396 to £38,748 per annum (depending upon experience). This will be pro rata based 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 2015) and your employer pays a further 16.48% (from 1 September 2015). 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 Computer Science & IT Department

Computer Science & IT is a well-established and popular department. Over a hundred and fifty students study Computer Science A level (OCR) each year, and we also offer BTEC National Extended Certificates in Computing (Games, Apps & Encryption) and IT (Digital Marketing & Web Design) to smaller cohorts.

We have exceptionally high standards for our students and aim to develop highly motivating relationships with them in a stimulating and varied learning environment. We look to exploit diverse strategies, inside and outside the classroom, so that students achieve above our expectations while receiving the broadest and best preparation for life beyond BHASVIC.

As a small team we work closely to plan teaching strategies across the department and to share and develop resources. We create a community atmosphere amongst our students and in our classrooms, and encourage our students to seek advice and support from any member of the team.

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

Your application should include the following:

- **A completed application form**
- **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.

- **A covering letter, no longer than one side of A4, stating why you want this job and what you would bring to this post if appointed**
- **A completed equality & diversity recruitment monitoring form**

<p>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.</p>

The deadline for receipt of applications is **9:00 on Tuesday 1 May 2018**

Interviews will take place on **Thursday 10 May 2018.**

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

(March 2018)

PERSON SPECIFICATION

We are looking for someone who can demonstrate the following:

QUALIFICATIONS

- 1 Qualified at degree level in Computer Science or a related subject and in possession of an appropriate teaching qualification (e.g. PGCE or equivalent).

KNOWLEDGE

- 2 Up-to-date subject knowledge at an appropriate level.
- 3 Good understanding of effective teaching, learning and assessment strategies.

EXPERIENCE¹

- 4 Recent experience of teaching Computing 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 with the ability to work effectively and positively with students, colleagues and parents.
- 8 Ability to promote high standards of literacy, numeracy and ICT.

PERSONAL AND PROFESSIONAL CONDUCT

- 9 High standards of behaviour which show regard for the ethos, policies and practices of BHASVIC, as well as relevant national frameworks such as the SFCA teaching standards.
- 10 Commitment to equality, diversity & inclusivity.
- 11 Understanding of professional responsibilities with regard to safeguarding.

DESIRABLE CRITERION

- 12 Experience of pastoral/guidance work with 16-19-year-olds.

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 Computer Science
Responsible to: Head of Computer Science & IT

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 2018