****

**SECOND IN BIOLOGY**

**MPR/UPR**

**Full-time**

**Permanent**

*Required from January 2020 (or earlier if possible)*

The Bright Futures Educational Trust (BFET) is a partnership of schools based in the North West. The Trust’s vision is the best *for* everyone, the best *from* everyone. Our values of community, passion and integrity are at the heart of everything we do. There are currently seven schools within the Trust. BFET is committed to providing all staff with the training and support they need to be the best in their profession. Benefits include: working cross-phase, knowledge exchange between our schools and the opportunity to work with some of the most inspiring colleagues in their profession.

Altrincham Grammar School for Girls (AGGS) was in the first cohort of schools to be designated a National Teaching School in 2011. AGGS is the lead school in the “Alliance for Learning”. Our teaching school alliance comprises schools of every type and phase, plus universities, throughout a wide geographical area. The impact of teaching school activities is felt within the Trust and far beyond. We have a reputation for excellence regionally and nationally, of which we are very proud. The successful candidate must be willing to engage in the school’s commitment to developing AGGS as a centre of excellence for teaching and learning.

A well-qualified, enthusiastic and experienced biology teacher is required to join the leadership of this very successful science department within this selective grammar school. The Science Department is led by a Head of Biology, a Head of Chemistry and a Head of Physics. There are currently six teaching staff in the Biology Department, (including the Head of Biology and Second in Biology) and two part time technicians.

In Years 7 and 8 all students follow an integrated science course and biology is taught as a separate subject from Year 9. At KS4 each science discipline is taught by subject specialists and at GCSE the students are studying either AQA Trilogy or AQA Triple Sciences.

Demand for biology in the Sixth Form is very high. Currently we have five groups following the AQA biology specification in Year 12 and Year 13. Results at KS5 have been consistently outstanding and many students elect to follow a biology-related course at university. In recent years students have achieved national recognition in competitions such as the Biology Olympiad. Within the Biology Department, the students are offered a range of extra-curricular activities including Medical Society, Science Society, an extremely busy Biology Week in October and a programme of lunch-time speakers for KS5 pupils. There is also an over-subscribed KS3 STEM Club and a variety of science trips throughout the year.

Altrincham Girls’ Grammar School is a lead school in biology, contributing to the Teaching School accreditation by offering support and advice to other schools and encouraging work across schools to enhance teaching practice. In addition, the science department hosts Prince’s Teaching Institute training for recently qualified teachers on Saturday and several members of the department are lead teachers on this course.

The Science Department comprises thirteen laboratories with the biology department’s laboratories situated on the first floor. There is a science staffroom and each member of staff has an allocated work area. Each laboratory in the school is equipped with a data projector and a networked computer.

The appointee will be expected to teach science at KS3 and biology at KS4 and KS5. They should be able to deliver the subject in an enthusiastic way that will actively encourage the development of a real enthusiasm for the subject and a knowledge of the importance of biology and science in today’s society.

**Responsibilities of the Second in Biology**

The member of staff appointed as Second in the Biology Department will have a major responsibility for the biology curriculum at Key Stage 3. Strategic development and monitoring of the Biology Department will be shared with the Head of Department who will take the main lead. The job specification is devised to meet the present needs of the department and the school. This may be re-negotiated should the needs of the department or school change.

* Overseeing, with the Head of Biology, the curriculum in biology at KS3, including monitoring, reviewing and evaluating.
* In liaison with the chemistry and physics departments, planning and implementing the reporting and assessment of biology at KS3, including internal examinations.
* Liaising with other science leaders.
* Keeping abreast of developments and cascading to colleagues when appropriate.
* Contributing to school policies and risk assessments pertaining to the teaching of biology at KS3.
* Supporting the Head of Department to maintain a high profile for science and biology within the school.
* Ensuring active biology opportunities are offered at KS3.
* Supporting the Head of Department to oversee, monitor and develop the professional practice of other teachers of biology, trainee teachers and other relevant staff.
* Providing input into departmental training, induction training etc.
* Supporting the Head of Department to ensure health and safety in biology, with reference to relevant regulations and guidance; keeping informed on relevant changes and passing on such changes to the department.
* Undertaking a regular review and amendment of departmental risk assessments pertaining to KS3 teaching.
* Advising the Head of Department on the Departmental Improvement Plan.
* Leading, with the Head of Department, the school’s appraisal in the biology department.
* Contributing to the co-ordination of science and biology extra-curricular activities.
* Deputising for the Head of Department.
* Devising, with the Head of Department, strategies for intervention for under-performing pupils.
* Overseeing and monitoring provision for able pupils within KS3 biology.
* Acting as subject mentor to trainee teachers and graduate trainees.
* Co-ordinating activities for open evenings for the relevant key stage.
* Assessing of candidates applying to the school at KS3.
* Minuting KS3 department meetings, where relevant.
* Promoting and publicising the work and achievements of the department within KS3.
* Ensuring that biology and KS3 laboratories present a safe and stimulating environment.
* Supporting teaching school initiatives.

**School-wide Responsibilities**

* Being aware of and acting upon relevant school policies and, in particular, those associated with child protection/safeguarding children and health and safety issues.
* Being responsible for maintaining a clean and tidy environment.
* Attending relevant meetings and INSET as required.
* Acting as a role model for the pupils in school.
* Acting as an ambassador for school and ensuring that the school’s high standards are promoted at all times.

# Additional Specific Responsibilities

* Support the school in its open evenings and award evenings.
* Support the school in its entrance examination.

# General Duties

* Carry out a share of supervisory duties in accordance with published schedules. Fulfil the conditions of employment of school teachers as laid down in the Pay and Conditions Document.
* Any other relevant duties requested by the Principal.

**Probationary period**

Your appointment is subject to a six-month probationary period. At the end of this period, providing your service has been satisfactory, your appointment will be confirmed. If your service is not satisfactory your employment may be terminated within the probationary period.

Copies of the job description and application forms are available from the school website or by email (recruitment@aggs.bfet.uk). The closing date for applications is 2 July 2019 @ 12.30 p.m.

Applications are welcome electronically or by post and should be emailed to [recruitment@aggs.bfet.uk](mailto:recruitment@aggs.bfet.uk) and addressed to Mrs C Williams. Interviews are to be held in the week beginning 8 July 2019. Applicants who are not contacted during this period may assume that they have not been successful but are thanked for their interest. Unfortunately, we are unable to provide feedback to unsuccessful applicants who are not called for interview.

If invited for interview, candidates are required to bring original copies of the following documents which we need to have sight of on the interview day:

* Degree certificate
* QTS Certificate
* Photo ID (passport and driving licence)
* Two other forms of identification that verify your name, address and date of birth. e.g. birth certificate, marriage certificate, bank or credit card statement, utility bill.
* Evidence of MPS - recent payslip and school salary notification letter stating where you are on the pay scale (if applicable)
* Evidence of threshold/UPS (if applicable)

**Person Specification**

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|  | **Essential** | **Desirable** |
| ***Qualifications,***  ***Educational,***  ***Training*** | A good honours degree in biology.  QTS. | Recent relevant in-service training. |
| ***Relevant***  ***Experience*** | Successful experience in the teaching of science at KS3 and biology to KS4. | Experience of teaching of biology to A level. |
| ***Safeguarding*** | Commitment to demonstrating a responsibility for safeguarding and promoting the welfare of young people. |  |
| ***Knowledge, skills,***  ***abilities*** | Excellent oral and written communication skills.  Ability to exercise effective behavior management and encourage good behaviour.  Ability to generate enthusiasm for biology and learning in general.  Ability to work as part of a team.  Competence in the use of scientific apparatus; awareness of safe practice in laboratory lessons.  Excellent ICT skills and evidence of using a range of ICT to enhance teaching and learning.  Up to date subject knowledge and of current resources for biology teaching.  Ability to plan, organise, review and adapt. |  |
| ***Teaching School*** | A commitment to further training and a willingness to participate in the relevant CPD programmes.  Willingness for lessons to be observed as part of our school monitoring processes and teaching school brief (e.g. learning walks)  Willingness to be involved in lead school/Prince’s Teaching Institute work.  Willingness to be engaged in school to school support.  Positive view/ideas on contributions to language college status/teaching school status. |  |
| ***Others*** | Commitment to the aims and ethos of the school.  Involvement in school working parties or research groups.  Willingness to be involved in extra-curricular activities.  Commitment to pastoral care.  A commitment to maintaining confidentiality and discretion inside and outside school.  Flexibility and a willingness to be involved in change.  Commitment to staff development.  A positive approach to challenges, which seeks solutions to problems and addresses difficulties with cheerfulness and good humour. |  |

The skills and attributes listed above will be assessed through:

* The application form, a lesson observation and any relevant task.
* A formal interview along with supporting evidence from their referees.

ADDITIONAL INFORMATION

Further information about the school, a copy of the school’s prospectus and the most recent OFSTED inspection are available from the school’s website.

*BFET is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Any successful applicant will be required to undertake an Enhanced Disclosure check by the DBS. This post is exempt from the Rehabilitation of Offenders Act 1974.*