



**FUTURE
ACADEMIES**
LIBERTAS PER CULTUM



English Teacher Recruitment Pack



WELCOME FROM OUR PRINCIPAL - Rowan Pearson

Dear Applicant,

I am delighted to welcome you to Phoenix Academy, one of the leading schools in London. Phoenix was founded with the core vision of '*Freedom through Education*'. We believe that by offering a world-class education alongside nationally leading career and co-curricular opportunities, we empower our students to leave us with the freedom to choose the life they want.

As part of our team, you will contribute to an inspiring community where **excellence** is at the heart of everything we do. Phoenix is a school that everyone can be proud of, and our commitment to **outstanding teaching and learning** is second to none. Our educators, who have studied at some of the best universities in the world, bring a wealth of expertise and dedication to their work, making a profound difference in the lives of our students. It is this calibre of teaching that allows us to demand the highest standards from our students, including exceptional levels of hard work, politeness, and attendance.

Thank you for your interest in the **English Teacher** role. This is an exciting opportunity for an enthusiastic and dedicated individual to join our team and contribute to the continued success of Phoenix Academy.

Future Academies is passionate about diversity and inclusivity. We welcome applications from individuals who have the skills and experience to fulfil the requirements of the job description and whose values align with the ethos of Phoenix Academy. We encourage applications from candidates of all backgrounds, regardless of any protected characteristic.

If you are passionate about working in an environment that values **academic excellence**, **personal growth**, and the development of future leaders, we'd love to hear from you. I look forward to meeting you and showing you what makes Phoenix Academy so special.

If you would like to discuss the role in more detail, please do not hesitate to contact **Tara Hulbert, HR / Office Manager** at t.hulbert@phoenix.futureacademies.org.

Thank you again for your interest, and we look forward to receiving your application.

Best wishes
Rowan Pearson
Principal





JOB DESCRIPTION

JOB TITLE:	English Teacher
LINE MANAGER:	Head of English Department
HOURS:	Full Time
SALARY:	Inner London Main Pay Scale, Points 1 – 6 (£38,766 - £45,037 per annum) or Upper Pay Scale, Points 1 -3 (£55,415 - £60,092 per annum)

Starting salary to be confirmed upon appointment, subject to experience.

PLACE OF WORK: Phoenix Academy

RIGHT TO WORK: This appointment is subject to verification of the right to work in the UK. Where the successful candidate has worked or been resident overseas in the last five years, such checks and confirmations will be required in accordance with the statutory guidance

STAFF BENEFITS: Future Academies recognises its employees as the most important asset and critical to its success. To demonstrate this all staff are offered the following benefits:

- A supportive ethos and concern for the well-being of all colleagues.
- Excellent CPD opportunities and career progression.
- Employer Contributions to Local Government or Teachers Pension Scheme.
- Mintago – employee benefits platform.
- Employee Assistance Programme.
- Access to a Virtual GP
- Eye Care Voucher scheme.
- Partnership with YellowNest -Salary sacrifice childcare.

For further information regarding our staff benefits, please visit our [website](#).

PROBATION PERIOD: The post holder will be required to complete a 4-month probation period

PURPOSE OF THE ROLE

The English Teacher, as a member of the Teaching Team, will contribute to the establishment and implementation of Phoenix Academy's curriculum to ensure that high quality learning takes place, and that outstanding attainment and progress are secured across key stages.

The English Teacher is to deliver engaging and effective English lessons that develop students' understanding and confidence in the subject. They will plan and assess learning, supporting students of varying abilities, and foster a positive attitude towards the subject.

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document and are subject to any amendments due to government legislation.



MAIN RESPONSIBILITIES AND TASKS

- Provide delivery of the Key Stage 3, Key Stage 4 and Key Stage 5 curriculum.
- Develop innovative approaches to the curriculum to ensure appropriate access to achievement for all students.
- Ensure that appropriate schemes of work and adapted teaching materials are used in both location and classroom delivery.
- Maintain a record of work covered by the students in each particular teaching group and a record of marks, grades, etc. awarded to individual students.
- Ensure that appropriate homework is set and marked on a regular basis, in line with academy policy.
- Assess students' work regularly in accordance with academy policy.
- Ensure that full written reports and assessment results for students are completed in line with academy deadlines.
- To support and work with the staff in the English Department to achieve outstanding results.
- To model the values of the department and academy, always acting in a highly professional manner.
- To liaise and work positively with teachers, colleagues, Senior Leadership, parents and governors.
- To support staff with general duties to ensure the smooth running of the English Department.
- Respond positively to any reasonable task assigned by the Principal.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified and the post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.

This Job Description will be subject to periodic review to fit with the needs of the Trust and provide development opportunities. This is not a comprehensive set of tasks, but sets out the main expectations of the Trust in relation to the postholder's responsibilities and duties at this time

To undertake similar duties, commensurate with the level of the post and at the discretion of the Line Manager, as the Line Manager shall from time-to-time reasonably require.

PERSON SPECIFICATION

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, demonstrating experience and where appropriate citing supporting examples within their application.

Criteria	Essential	Desirable
Training, Qualifications and Experience: On their application form, candidates will demonstrate that they have the following training, qualifications, and school experience:		
	<ul style="list-style-type: none"> • Qualified Teacher Status. • A degree in English or related subject. • Experience of teaching English at KS3 and KS4 levels. • Ability to deliver consistently outstanding lessons in English to students of all ages and abilities. • Proven record of significantly raising achievement and attainment of students. 	<ul style="list-style-type: none"> • Any other further relevant professional qualifications. • Evidence of active involvement in professional development. • Experience of teaching English at KS5 level. • Knowledge of special educational needs (SEND) and experience in differentiating lessons accordingly. • Successful experience of working with students with particularly high abilities or special educational needs (SEND). • Experience of using school-based MIS systems such as SIMS or Bromcom.
Personal and Professional Qualities and Attributes: In their statement of suitability and during the selection process, candidates will demonstrate the ability to:		
	<ul style="list-style-type: none"> • Excellent interpersonal skills; a high degree of emotional intelligence and effective oral and written communication. • Ability to work effectively as part of a team and contribute to the development of the English Department. • Strong organisational skills, the ability to prioritise and manage time effectively to work towards deadlines. • Outstanding behaviour management skills. • Competent user of ICT. 	
Additional Requirements: In their statement of suitability and during the selection process, candidates will demonstrate that they can meet the following requirements		
	<ul style="list-style-type: none"> • Commitment to continuous professional development. • Commitment to safeguarding and promotion of the welfare of all children and young people. • Commitment to Equality and Diversity. • A willingness to be involved in extra-curricular activities. 	

WHAT WE OFFER YOU?

1

Colleagues who care about the children they serve and each other.

2

A curriculum that is centrally resourced and locally owned.

3

An evidence-based hybrid CPD offer, striking balance between central input and local tailoring to context.

4

Bespoke leadership development opportunities with the chance to be involved in a year-long programme including executive coaching.

5

A thoughtfully crafted staff benefits offer through our partner, Mintago, including tax-free childcare, cycle to work vouchers, virtual GP access and much more.

6

A two-week October half term with no reduction in holidays elsewhere.

7

Integrated instructional coaching through StepLab, enabling feedback which is timely, developmental and low-stakes.

8

Access to a generous enrichment fund, outside of the school funding envelope, through a bidding process to our charity sponsor, Future.

9

We lean into the size of our MAT. With ten schools, we are small enough for you to know everybody, and big enough for you to lean on them for support.

10

We treasure staff voice and use SchoolSurveys to get benchmarked data on how our staff feel and what they think. 83% of staff feel their line manager make them do their job better, against a contextual benchmark of 69%.

APPLICATION PROCESS

1. Applying for the role

- To apply for the post, please visit our website - [Vacancies - FaceEd \(face-ed.co.uk\)](https://face-ed.co.uk)
- Applicants should complete the online application form via FaceEd. Applicants should also complete the 'Personal Statement' section of the online form to the best of their ability and use this section to demonstrate how they meet the requirements set out in the person specification. Please ensure specific examples are included.
- Applications must be received no later than **21 March 2025**. Applications after this date will not be considered.

2. Interview Process

- The interview process will take place as soon as possible after shortlisted has been completed. The interview will include a formal interview and may include practical tasks related to the knowledge and skills required for the role.

3. Notification & Feedback

- Candidates that have taken part in interviews will be notified as soon as possible – please ensure that you have provided day and evening numbers on which you can be reached.
- Unsuccessful candidates will be given the opportunity to receive professional feedback.

4. Taking up the post

- The successful candidate will take up the post as soon as possible.

5. Additional information

- For further information please email HREnquiries@futureacademies.org and a member of the HR team will contact you.

6. Safeguarding

- As an educational trust, Future Academies is committed to the safeguarding and promotion of the welfare of all children and young people. Therefore, the Trust expects all members of staff and volunteers to share in this commitment. An 'Enhanced Disclosure and Barring Service' check and a 'Barred List' check is required for this role.

