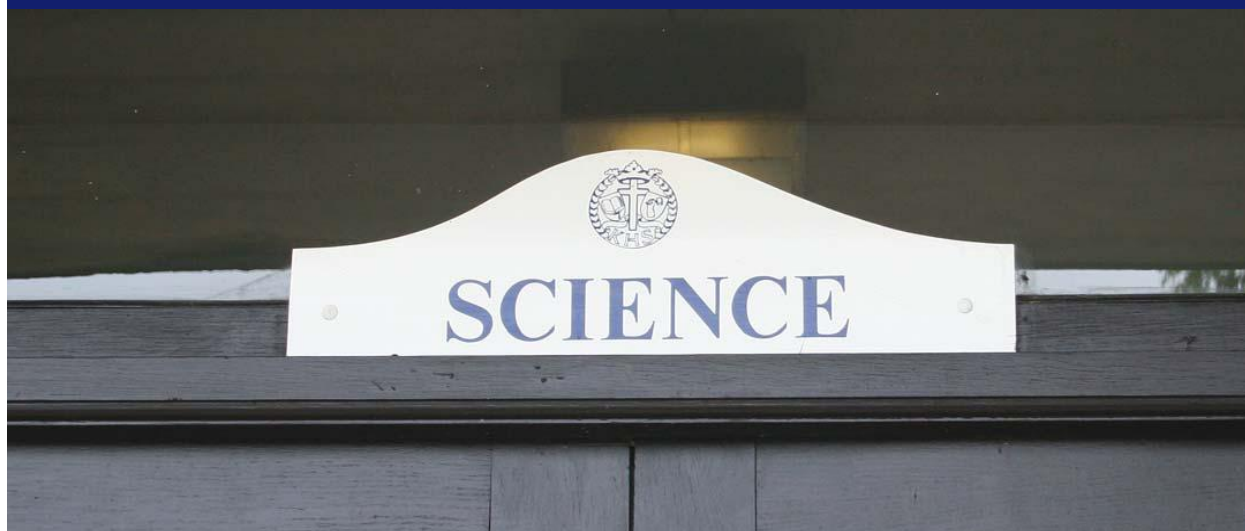


# KINGHAM HILL SCHOOL



SHMIS, BSA, GBA  
250+ Pupils aged 11–18  
Co-educational, Boarding & Day

## **TEACHER OF SCIENCE**

**Maternity cover required to start after half term (November 2010) for up to 12 months**

We are looking to employ a full time, suitably qualified teacher of science to GCSE and a single science to A-Level within a very successful and dynamic department. You will need to be highly motivated and fully prepared to undertake the demands of working in a busy boarding school environment.

Closing date for applications: **23rd July 2010**

Interview date: **9<sup>th</sup> September 2010**

Further details including a job description and application form can be found at:

[www.kingham-hill.oxon.sch.uk](http://www.kingham-hill.oxon.sch.uk)

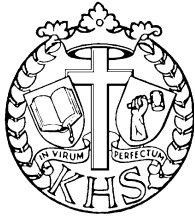
Kingham Hill School, Kingham, Chipping Norton, Oxfordshire OX7 6TH

**Telephone:** 01608 658999

Email: [j.mcgiffen@kingham-hill.oxon.sch.uk](mailto:j.mcgiffen@kingham-hill.oxon.sch.uk)

*KHS is committed to safeguarding and promoting the welfare of young people*

Charity number: 1076618



# KINGHAM HILL SCHOOL

## Job Description

**Job Title:** Teacher of Science (Maternity Cover – up to 12 months)

**Reports to:** Learning Manager (Head of Department)

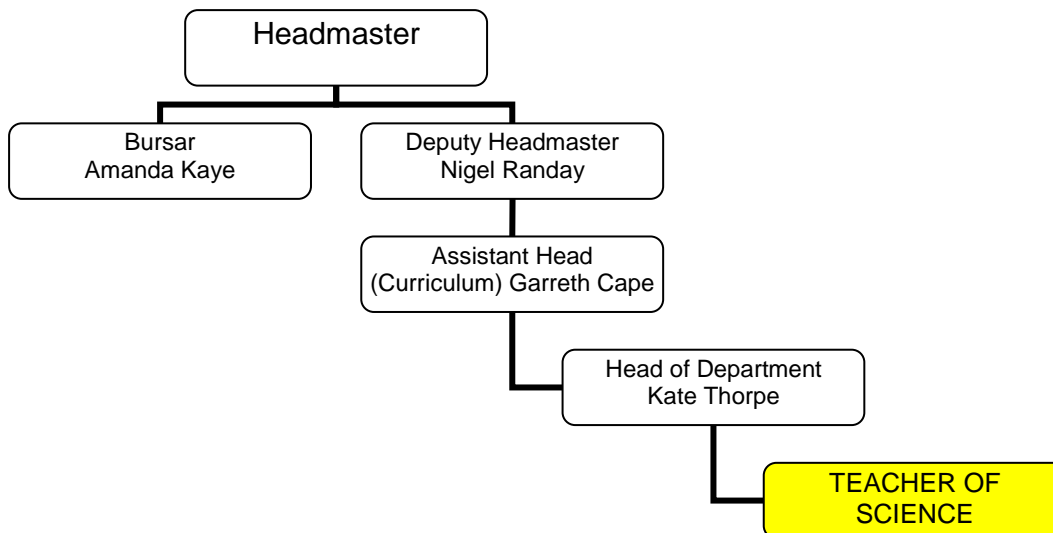
**Location:** Kingham Hill School

**Date:** November 2010

### 1. Purpose of job:

To teach Science to the requirements of the English National Curriculum or as directed by the School.

### 2. Organisation chart:



### 3. Principle accountabilities:

- a. To promote learning at all levels across the School (which may include 'A' level), of Science, on a normal classroom timetable.
- b. To ensure that learning in Science as a subject is promoted across the School through dynamic teaching and deployment of appropriate up to date integrated techniques that draw students to the subject indicated through an increase in the number of students taking relevant public examinations.

- c. To assist the learning manager with the development of schemes of work, department handbook and other necessary documentation.
- d. To be self motivated in professional development and to ensure that personal training needs are constantly being identified to increase subject and personal development are progressed in support of Trust policy.
- e. To attend and participate in School or independently organised INSET periods or days as directed by the School.
- f. Subject to the availability of suitable vacancies - To be a tutor in support of boarding students (this will involve evening and weekend working) for which additional salary and/or benefits will be awarded.
- g. To participate and fully share in the extra-curricular activities of the School.
- h. To be actively engaged in the staff review process and to be part of the monitoring and lesson observation process.
- i. To support Senior Management at the School in the development and advancement of the School in all areas of influence and interest.
- j. To be available to cover for the unavoidable absence of colleagues and to take and participate in School trips and excursions.
- k. To undertake all other reasonable duties as requested by your line manager and the Headmaster,

**4. Knowledge, experience, skills and personal attributes required for acceptable job performance:**

- a. Dedicated and committed professional teacher;
- b. To have a good relevant degree;
- c. Committed to serving the various needs of the students – academic, moral and physical;
- d. Self-starter and highly motivated;
- e. To have excellent communication skills with demonstrable motivational skills;
- f. To be fully supportive of the School's Christian ethos;
- g. Excellent organisational and planning skills;
- h. Hard working with a good sense of humour and to become an active member of the staff team.

**5. Requirements of the Nominee:**

- a. The nominee is to be entitled to employment within the EU or will be, following a successful application.
- b. The nominee will be subject to an Enhanced UK Criminal Records Bureau check prior to their permanent employment being confirmed. This is a statutory child protection requirement.
- c. The nominee will be required to provide original or certified copies of their professional qualifications and provide the details of one personal and two professional referees. Acceptable references must be received before any offer of employment is confirmed.
- d. The nominee must offer the School a verifiable, detailed and unbroken history of education and employment
- e. The nominee should be in good health and be willing to undergo a pre-employment medical examination by the School doctor if requested.

**6. Remuneration Package:**

- a. The base salary for the post will be on the Kingham Hill Salary scale and will be dependant on skills and qualifications.
- b. The post holder if qualified to do so can join the Teachers Pension Scheme. If they cannot join the Teachers Pension Scheme the School's Stakeholder Pension Scheme can be joined after three month's employment.
- c. Holidays will always be taken during normal School holidays, although the post holder may be expected to work some days of the holiday as required in support of the position and in further training. Additional payments will not be made for these days.
- d. Subject to availability and suitability, accommodation may be provided in the locality of the School. Local taxes and utilities are the responsibility of the occupier. Such accommodation is awarded on the understanding that the nominee undertakes additional duties as a Teacher and these duties make the provision of accommodation necessary to fulfil the requirement (see 3.f above). A signed 'Licence to Occupy' will be required prior to occupancy.

**7. All staff are required to acknowledge:**

The responsibility that all Kingham Hill Staff have towards the safeguarding of our student's welfare cannot be divorced from any job role at the School.

The posts holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the school's Safeguarding Policy and related policies at all times. If in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare or children in the school s/he must report any concerns to the school's Designated Safeguarding Officers (Deputy Head or Deputy Chaplain).

**Agreed Job Description**

\_\_\_\_\_ **Job Holder (Signature)**

\_\_\_\_\_ **For the School (Signature)**

\_\_\_\_\_ **Date**