Ref. ENGLISH POST (Adv. JANUARY, 2024)

**BALLYMENA ACADEMY**



*Ballymena Academy Cares for the Individual and Inspires*

*Learning and Achievement*

Ballymena Academy, established in 1828, is a successful and forward-looking, co-educational, non-denominational Voluntary Grammar School with an enrolment of 1200 pupils. The Board of Governors is the employing authority and the school is funded directly by the Department of Education. There are over 80 members of the teaching staff and additional appropriate support staff.

The school has earned its reputation for high standards of attainment by its pupils, with our young people achieving excellent examination results which are well in excess of N.I. Grammar School averages at GCSE and ‘A’ Level. The school was placed in the top 75 state schools in the U.K. in the 2023 Sunday Times Good Schools’ Guide. Such academic strength is built on a caring ethos, recognised pastoral strengths and a commitment to self-evaluation and continuous improvement. To that end, the school has earned a European Foundation for Quality Management ‘Mark of Excellence’, has thrice achieved Investor in People status; together with the IIP Health and Well-Being Award. The school was the first school in Northern Ireland to receive the Prospects Gold Standard Award for excellence in Careers Education, Information and Guidance and subsequently has received re-accreditation at the Gold Level in January 2021. Since June 2021, the school has been recognised as a “Take 5” school, one of a small number in N.I., having demonstrated that the “Take 5 Steps to Well-being” message has been embedded into the school culture. The focus is to realise the Mission Statement: ‘Ballymena Academy Cares for the Individual and Inspires Learning and Achievement’.

In the most recent Full Inspection of the school, School Inspectors commented positively on aspects of the school such as:-

* the encouragement and assistance given by staff to support learning
* pupils’ motivation, maturity and engagement
* the high standards attained by pupils at GCSE and GCE
* the staying-on rates from Year 12 to Year 13, and from Year 13 to Year 14, as well as the progression to

further and higher education

* the provision of a broad and balanced curriculum at all Key Stages
* the extensive co-curricular programme

The caring ethos is evident in the support provided by a dedicated staff, and the insistence that respect for the individual and care for the well-being of each pupil are at the heart of this school community. ‘Learning’ is broadly interpreted to include the various subjects and co-curricular activities, developing skills relevant to adult and working life and enabling young people to acquire knowledge and understanding to make decisions about educational and employment pathways.

The school continues to be committed to the principle of academic selection and, in common with all selective schools in N.I., is now using the assessment provided by the Schools’ Entrance Assessment Group (SEAG) in its admissions process. As with all other post-primary schools, Ballymena Academy is living through a period of significant financial austerity, seeking to uphold high standards whilst planning for a future that will be characterised by further change. The determination is that the quality of the educational service provided will not be impaired.

All indications are that Ballymena Academy is viable: a ‘sustainable school’, financially and educationally, with its place clearly indicated in the Area Plan. The school has recently been named on the list of schools to benefit from a Major Works Programme which will result in a significant upgrade of our facilities. The buildings are effectively maintained, however, and will continue to provide serviceable accommodation in the interim; additionally, the school has undergone a capital development project which has upgraded two pitches and tennis courts to floodlit, multi-use, synthetic surfaces, together with the construction of a new fitness suite and outdoor gym and, in January 2024, opened an additional ICT Suite. There has also been a number of successful school-based initiatives, relating to curriculum and staff development. As a consequence, at it approaches its bicentenary in 2028, the school is exceptionally well-positioned to deliver the Northern Ireland Curriculum, meet the needs of the Entitlement Framework and maintain Ballymena Academy’s commitment to continuous improvement.

**CURRICULUM PROVISION : ENGLISH DEPARTMENT**

Our aim in the English Department is to make the study of English interesting, rewarding and enjoyable for all pupils through a range of activities. We want our pupils to become confident in their use of language and their ability to understand a wide range of texts but equally, we also seek to foster and promote a love of reading.

There are twelve teachers in the English Department, three of whom also teach another unrelated subject. The Head of Department is responsible for KS3 and GCSE English, as well as GCSE and ‘A’ Level English Literature. Within the department, we also have a Head of Media Studies and a Head of Drama. Staff normally teach a range of classes, including English Literature, Media Studies and KS3 Drama.

The English Department is actively involved in the co-curricular life of Ballymena Academy with several members of staff taking responsibility for all aspects of the annual School Play. In addition, staff offer other English related activities such as Public Speaking, Junior Debating, Cinemagic Workshops and Theatre visits.

At Key Stage Three, pupils study English for twelve thirty-five minute periods per fortnight in Year 8, eight periods in Year 9 and ten periods in Year 10. Pupils also study Drama for two thirty-five minute periods per fortnight in Years 8, 9 and 10. All pupils study CCEA English Language for GCSE and pupils must combine this with either English Literature (CCEA) or Media Studies (Eduqas). We also offer ‘A’ Level English Literature (CCEA) and ‘A’ Level Media Studies (Eduqas). To help cater for individual pupil needs, we provide additional after-school support for KS3 and GCSE pupils.

**BALLYMENA ACADEMY**

**TEACHER OF ENGLISH**

**(Full-Time – Permanent)**

**This post is available from 1st September, 2024.**

**JOB DESCRIPTION**

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| **Post Title:** | Teacher of English Language to GCSE and English Literature to ‘A’ Level. |
| **Reports to:** | Head of English Department and then to Vice-Principal (Teaching and Learning) / Principal. |
| **Status:** | Permanent (Full-Time). [Schedule 2 of the Teachers’ Terms and Conditions of Service Regulations (N.I.) (1987) apply.] The post is on the Teachers’ Pay Scale and the successful applicant will be placed at the appropriate point for experience and/or progress on the Main/Upper Pay Scale.  This post is available from 1st September, 2024. |

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| **Responsibilities:** | - As identified in the 1987 Terms and Conditions of Service.  - To undertake a share of class teaching, following planned schemes of work and assessment to which you may be asked to contribute.  - To teach the specified subjects, as required, and Learning for Life and Work, or another appropriate subject, if required to do so.  - To work as a member of the departmental team, making an active contribution to the development of their subject(s) and to improving pupils’ standards of learning.  - To assess, record and report on the development, progress and attainment of pupils according to the school’s and departmental assessment policy.  - To contribute to the continued development and use of ICT/new technologies in order to enhance the quality of teaching, pupil learning and learning support.  - To attend Parents’ Consultations for those classes which you teach.  - To implement the policies of Ballymena Academy and uphold the school’s reputation in the wider community.  - To carry out assigned pastoral duties and uphold the school’s caring ethos.  - To make a significant contribution to the co-curricular life of the English Department and of the school. |

**PERSON SPECIFICATION**

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| **ESSENTIAL REQUIREMENTS** | **EVIDENCED BY** |
| **Qualifications**  **By date of appointment:**  Be a qualified teacher, as recognised by the G.T.C. of Northern Ireland  Have an Honours Degree (2.2 or above) in a suitable subject  Have a qualification to teach English Language to GCSE and English  Literature to Advanced Level. | **Application Form** |
| **Experience**  **By date of appointment:**   * Have recent experience of teaching English and/or English Literature to GCSE in a post-primary school (including Teaching Practice) | **Application Form** |
| **Skills and abilities**   * Ability to be a strong classroom leader and an effective manager of the learning environment. * Ability to use a range of strategies and approaches to motivate pupils and to support their learning. * Ability to integrate use of ICT/new technologies in order to enhance the quality of teaching, pupil learning and learning support. * Ability to be an effective team member. * Ability to demonstrate genuine pastoral concern and respect for young people and to give practical expression to this school’s caring ethos in day-to-day work. * Ability to deal with change and challenge. * Be willing to make an active contribution to the school’s co-curricular programme. | **Application Form and Interview** |
| **DESIRABLE REQUIREMENTS** | **EVIDENCED BY** |
| **Qualifications/Experience**   * Have a qualification to teach Drama to Key Stage 3. * Have recent experience of teaching English Literature to Advanced Level in a post-primary school (including Teaching Practice) * Have qualifications, training and/or relevant experience to assist with the school’s co-curricular programme in Drama, Music or Sport. * Hold a grade (A\* - C) in English Literature at Advanced Level (or an equivalent qualification in another jurisdiction). * Hold a minimum of three C grades at Advanced Level (or in equivalent qualifications in another jurisdiction) | **Application Form** |

Essential and/or desirable criteria may be further enhanced for shortlisting purposes. Applicants should ensure the application form is completed carefully and accurately.

All appointments to Ballymena Academy are subject to the provisions of the Protection of Children and Vulnerable Adults (NI) Order 2003, and the Rehabilitation of Offenders (Exceptions) Order (NI) 1979. Applicants must disclose any convictions, spent or unspent or any charges outstanding. A security check is carried out. This appointment procedure is in keeping with Department of Education regulations on Child Protection.

The appointment process is scheduled to take place on **Wednesday, 28th February OR Friday, 1st March, 2024.**

The Job Description may be subject to amendment or modification from time to time, following consultations with the holder of the post, to meet the changing needs of the school.

**Additional information for Applicants**

Ballymena Academy prioritises learning and the interests of all pupils. The teacher’s role is central to all aspects of this school and teaching appointments are of key importance to Ballymena Academy’s continued success.

The time and effort required to conduct the appointments procedure fairly and effectively is an investment which this school makes willingly.

Shortlisted applicants are normally invited to visit the school, to meet the relevant Head of Department/Subject, to tour the school and to ask for clarification on matters pertaining to the post for which application has been made. Further details will be provided to shortlisted candidates in due course. Governors appreciate that applicants travelling from a distance or those with other commitments might not be able to take up such an invitation and that it has no part in the appointment procedure. The school website [www.ballymenaacademy.org.uk](http://www.ballymenaacademy.org.uk) is a very useful source of up-to-date information and gives a flavour of this school’s life and work.

Shortlisted applicants receive all relevant details.

**Appointment Schedule**

**Post advertised : Thursday, 25th January, 2024.**

**Applications close : 12.00 Noon – Thursday, 8th February, 2024.**

**Shortlisting process : Tuesday, 20th February, 2024.**

**Shortlisted applicants**

**informed per Telephone/**

**E-mail/Letter : Wednesday, 21st February, 2024.**

**Appointment procedure : Wednesday, 28th February OR**

**Friday, 1st March, 2024.**

**Ratification by**

**Board of Governors : Monday, 25th March, 2024.**

**RETURNING YOUR APPLICATION FORM**

Completed Application Forms must be returned by the specified closing time and date using one of the following methods:

* post
* hand delivery
* e-mail

**Completed Application Forms must be received by 12.00 noon on the closing date. Late, or faxed, Application Forms will not be accepted.**

If posting or e-mailing an Application Form, it is the responsibility of the applicant to ensure that the application is received by the closing time/date.

Please ensure that when e-mailing the Application Form that the subject line is completed with the Job Title as indicated on the Application Form.

For posted applications, please ensure that the correct postage for the weight and size (including thickness) of the envelope is adhered to in order to ensure that the application is received by the closing time/date.

Address (Postal/hand delivery):

The Principal,

Ballymena Academy,

89 Galgorm Road,

Ballymena,

CO. ANTRIM.

BT42 1AJ

E-Mail address: [mbrown783@c2kni.net](mailto:mbrown783@c2kni.net)