Folder: Teaching Post App. Ref. Mathematics Post (Maternity Leave Cover) Advertised OCTOBER 2023

**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 100 state schools in the U.K. in the 2022 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; most recently in January 2019 when it became the second school in the province to receive 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. In June 2021, the school was 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 an Inspection of the school in 2018, 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, with the exception of 2021, has included the outcomes of AQE Standardised Entrance Assessment in its admissions process. From 2023 the school, in common with all selective schools in N.I., will use the assessment provided by the Schools’ Entrance Assessment Group (SEAG). 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. There has also been a number of successful school-based initiatives, relating to curriculum and staff development. As a consequence, 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.

Ballymena Academy is one of nine post-primary schools, in Ballymena Learning Together, the local area learning community, working together to promote respect and understanding and to increase curricular access for all.

Detailed information about the school can be found on the school website [www.ballymenaacademy.org.uk](http://www.ballymenaacademy.org.uk) including a comprehensive review of school activities in the school magazine “The Braid” and the Board of Governors’ Annual Report to Parents.

A copy of the application form may be downloaded from the website but must be submitted as hard copy, signed by the applicant, by the closing date and time: **12.00 noon on Thursday, 2nd November, 2023.**

**CURRICULUM PROVISION : MATHEMATICS DEPARTMENT**

Our aim in the Mathematics Department is to make Mathematics both useful and enjoyable. We have high expectations of our pupils and we aim to enable pupils to achieve their potential in a caring environment.

The Mathematics Department is a large one, with several teachers also involved in the delivery of a second subject. Staff take a shared responsibility for the design and review of departmental schemes of work and teachers in our department work enthusiastically together to promote a positive and dynamic learning environment. Innovation, creativity and a wide range of teaching styles are encouraged in our teaching methodology and development of new resources. We seek to engage pupils in after school Mathematics-related activities, and members of the department are traditionally involved in a wide variety of other co-curricular activities in the school.

At Key Stage 3, our Years 8, 9 and 10 study Mathematics for twelve, eight and eleven 35-minute periods respectively across our 2-week timetable. There are eight classes in both Years 11 and 12 studying CCEA G.C.S.E. Mathematics and these classes are set on ability. Further Mathematics is offered as a G.C.S.E. option and there are currently three classes in both Years 11 and 12. To help cater for individual pupils, we offer a Mentor-Scheme involving our senior pupils. There are four A-Level Mathematics classes in both Years 13 and 14, again following the CCEA specifications, and Further Mathematics is also offered at ‘A’ Level.

**BALLYMENA ACADEMY**

**Teacher of Mathematics to GCSE**

**Temporary – Three days per week (minimum)**

**[01.12.2023 – 31.05.2024 to cover Maternity Leave, with the possibility of extension]**

**JOB DESCRIPTION**

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| **Post Title:** | Teacher of Mathematics to GCSE and Advanced Level. |
| **Reports to:** | Head of Mathematics Department and then to Deputy Principal / Principal. |
| **Status:** | Temporary : Three days per week (minimum). [Schedule 3 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.  Additional days may be made available to a suitably qualified applicant.  This post is available from 01.12.2023 – 31.05.2024 to cover a Maternity Leave (with the possibility of extension). |

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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’ Evenings 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 Mathematics 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 Mathematics to GCSE and Advanced Level. | **Application Form** |
| **Experience**  **By date of appointment:**   * Have experience of teaching Mathematics to GCSE Level (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, Interview and Classroom Observation** |
| **DESIRABLE REQUIREMENTS** | **EVIDENCED BY** |
| **Qualifications/Experience**   * Hold a grade (A\* - C) in Mathematics at Advanced Level (or an equivalent qualification in another jurisdiction). * Have recent experience of teaching Further Mathematics to GCSE (including Teaching Practice). * Have recent experience of teaching Mathematics to Advanced Level (including Teaching Practice). * Hold a grade (A\* - C) in Further Mathematics at Advanced Level (or an equivalent qualification in another jurisdiction). * Have qualifications/experience relevant to teaching ICT. * Have a strong academic background as evidenced by good ‘A’ Level (or equivalent) grades. * Have qualifications, training and/or relevant experience to assist with the school’s co-curricular programme in Drama, Music or Sport. | **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, which normally includes observation of shortlisted applicants teaching a short lesson on a previously notified topic, and a conventional interview, will take place on **Thursday, 16th or Friday, 17th November, 2023.**

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 may be 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. This visit is entirely optional, it has no part in the appointment procedure; Governors appreciate that applicants travelling from a distance or those with other commitments might not be able to take up such an invitation. 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.

On the day of the appointment procedure, applicants may be required to

* teach a short lesson on a previously notified topic
* take part in a conventional interview

Shortlisted applicants receive all relevant details.

**Appointment Schedule**

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| **Post advertised**  **Applications close**  **Shortlisting process**  **Shortlisted applicants informed per Telephone/E-mail/Letter**  **Appointment procedure**  **Ratification by Board of Governors** | **:**  **:**  **:**  **:**  **:**  **:** | **Thursday, 19th October, 2023.**  **12.00 Noon, Thursday, 2nd November, 2023.**  **Tuesday, 7th November, 2023.**  **Wednesday, 8th November, 2023.**  **Thursday, 16th November or**  **Friday, 17th November, 2023.**  **Monday, 27th November, 2023.** |

**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)