



Head of College **Required September 2021**

We are seeking to appoint a permanent full time Head of College with effect from September 2021. This exciting post will provide professional day to day operational management of Plume College and contribute to the main Academy Development Plan.

Reporting to the Interim Joint Heads of Academy, the post offers an excellent opportunity to work in a strong forward thinking and innovative college setting in our highly successful academy which holds good Ofsted status.

Personal Qualities

The successful applicant should have a good honours degree and a QTS or equivalent teaching qualification and have proven successful experience of outstanding classroom teaching experience, preferably in post 16 education.

Applicants should be hardworking, enthusiastic and have a high level of commitment and ability to focus on fostering the teaching and learning and personal development of Year 12 and 13 year students. They should have an interest in new teaching and learning developments and a high level of integrity. Experienced candidates should be able to evidence excellent levels of value-added achievement and high retention levels.

Management is an important aspect of the role and candidates should have experience as a manager of leading, motivating and line managing staff effectively to raise standards and evaluate the impact of initiatives.

Responsibilities of the Post Holder

A full job description and person specification can be found in the New Candidate Information Pack – Head of College, which accompanies this advertisement.

Pastoral

All qualified and experienced full time teaching staff are expected to fulfil both an academic teaching role and a pastoral role in the academy and act as a tutor to a group of assigned students. This involves staff in all aspects of tutorial work including guidance, pastoral support, first level safeguarding, monitoring and encouraging progress, contact with parents, writing reports, compiling student references and the delivery of part of the academy's personal tutorial programme during the timetabled tutorial period. For a full time post, a firm commitment to this aspect of teaching is essential.

Wider Contribution

Full time teaching staff may also have opportunities to contribute to the extra-curricular programme. This is very wide ranging and can often enable staff to contribute particular skills and interests where they meet academy needs. Applicants should indicate if they have particular interests and this would be discussed at the time of interview.

Remuneration

Annual salary for a qualified teacher will be in accordance with the academy Teachers Pay Scale, which from appointment for a full time post currently involves a salary of up to £41,604 at UPS3 plus a TLR1B £10,203 (2020/21 pay awards), however, current salary of the applicant will be taken into consideration for salary offered. Salaries are reviewed by national negotiation with effect from 1st September each year. Progression through the Teachers Pay Scale is subject to acceptable annual performance development review process.

Application Process

If you are interested in the position and wish to discuss the post prior to application, please email Mrs Sarah Freeman, Director of HR at s.freeman@plume.essex.sch.uk, to arrange a telephone conversation. We are very proud of our academy and what we can offer new members of our collaborative team. The Director of HR and the Interim Joint Heads of Academy will be pleased to discuss the post and provide more information about the post and the academy in general.

To apply please complete the Plume Academy application form (please see link via our website). This must be completed and submitted to HR@plume.essex.sch.uk by the closing date stated (unaccompanied CVs or third party application forms will not be accepted).

Closing Date: 12 noon 26 April 2021

Interviews are likely to take place during that week