



## **Advocates for Mathematics, English and Science**

### **Required Autumn Term 2020**

We are seeking to appoint an Advocates for Mathematics, English and Science on a part-time, fixed term contract basis until July 2021 with effect from the autumn term 2020. The posts offer an excellent opportunity to work in very strong faculties in a highly successful 11-19 academy which holds Good Ofsted status.

The role will report to the relevant subject Faculty Leader and the candidate will assist with students to provide individual or small group support within a subject that the candidate is a specialist within. The primary focus is to support learners to maximise their grades in core subjects, via the provision of one-to-one and small-group support – both during lessons and as an after school activity.

#### **Personal Qualities**

The successful applicant should be a graduate within the subject field or a closely-related discipline and have strong A Levels subjects within the relevant subject area. We would be very interested in speaking to candidates who have an interest in following an Initial Teacher Training programme with a view to achieving Qualified Teacher Status (QTS).

Applicants should be hardworking, enthusiastic and have high levels of commitment. They should have an interest in new teaching and learning developments and possess high degree of integrity.

#### **Responsibilities of the Post-Holder**

In accordance with the job description for Advocate, the key responsibilities will be as follows:

##### **Support for Students**

- hold one to one or group support for students with specific subject area
- instruct and supervise students engaged in learning activities
- act as a role model and set high expectations of conduct and behaviour
- promote the inclusion and acceptance of all students within the classroom
- keep students on task and respond to general queries

##### **Support for Teachers**

- provide objective and accurate feedback to the teacher on the conduct of the lesson

- keep appropriate records as agreed with the teacher
- provide support with classroom displays or equipment set up for classes as directed
- promote positive values, attitudes and good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage students to take responsibility for their own behaviour

### **Wider Contribution**

Staff are encouraged to contribute to the academy's rich extra-curricular programme, and all candidates will be provided with the opportunity to discuss their personal interests at interview.

As one of the largest educational establishments in Essex, there are many opportunities for career progression. Via an academy-wide coaching programme, staff are encouraged to take responsibility for their own career development, with full support and encouragement from their line managers and other relevant staff, including those responsible for staff training.

### **Remuneration**

Annual salary for an Advocate will be in accordance with the academy Local Government Pay Scale, Band 2 Point 11, which for appointment for a full time post (37 hours per week) currently involves a salary of up to £17,825 per annum (LGPS 2020/21 pay awards) with the actual starting salary being £11,946 per annum. The hours of work will be 30 hours per week, term time only (38 Weeks) Monday to Friday from 8.30am to 3.10pm.

### **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 Human Resources, at [s.freeman@plume.essex.sch.uk](mailto: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 team. The Director of Human Resources will be pleased to discuss the post and provide further information about the academy.

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](mailto: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 Monday 2 November 2020

Interviews are likely to take place week commencing 2 November 2020.