

## Information for Graduates

### Step to Teaching

#### Graduate Internship Programme

EES for Schools is delighted to offer an opportunity for graduates who are interested in a career in schools and education. Whether you want to work in a primary, secondary or special school, the Step to Teaching programme offers you an internship in a school to help prepare you for a future application to a teacher training programme or further Masters level study.

Schools across Essex are currently signing up to be part of this new scheme. Graduate Internships will be available across all phases of Primary including Early Years and in many subjects in Secondary. Opportunities to work with children with special educational needs will also be available. Applications will open on 12 Feb 2018 for Internships starting in September 2018.

Further information and details on how to apply can be found at [essexschoolsjobs.co.uk](http://essexschoolsjobs.co.uk)

#### What is the Step to Teaching Programme?

It is a one-year work-based training placement in a school prior to teacher training. Suitable for new graduates who are still considering their career options and want to get some paid, hands on work experience before committing themselves.

- You are employed by the school for a maximum of one year, term time only
- Schools provide a mentor to ensure you have a clear role and development plan
- Training is provided by the school and EES for Schools
- Schools support you to produce a portfolio of evidence
- Schools help prepare you for an application for an Initial Teacher Training Programme

You will gain experience across the whole school and have the opportunity to work with small groups across the different key stages and observe whole class teaching in a range of classes. You will be expected to contribute to raising the progress and standards of the children you are working with.

## How does Step to Teaching work?

You will be mentored by a designated person in school who will ensure that you have a clear role and a development plan. The programme of learning and work experience is structured to fit your learning objectives and takes into account prior experience. A portfolio of work can also be produced during the internship as evidence of learning in support of applications for teacher training or further Masters Level study.

Schools will look to place more than one intern in their school to help create support and a learning network for you in school. You may also find yourself working with trainee teachers and NQTs who are already in the school.

You will receive training from your placement school and also from the EES for Schools training team. This will include an induction process and training on things such as SEN, behaviour management and assessment.

## Pay and conditions

You will be contracted to the school and paid at Grade 1 SCP 6<sup>1</sup> for 25 hours per week term time only (salary £8,499 per annum - FTE £15, 014). You will also be expected to carry out additional voluntary work to enhance your learning.

## Target group

- Graduates living in Essex or within easily commutable distance
- Degree, preferably 2:1 or above and grade 4 or equivalent in GCSE English and Maths<sup>2</sup>
- Want to get experience working with children and young people in a school context
- Willing to work on a voluntary basis e.g. to run clubs or out of school activities.

## Outcomes

Whilst on the Step to Teaching programme schools will support you in making applications to Teacher Training providers. Schools work with different Teacher Training providers so make sure you check which one you need to apply to. Participating in the Step to Teaching Programme means you will be guaranteed an interview for a School Direct or SCITT programme with a local provider. Schools will also support you with your application for further Masters level study.

---

<sup>1</sup> Subject to change – NJC Pay Spine Review

<sup>2</sup> If you want to go on to do a Primary Teacher Training programme, GCSE science is also desirable. Please note this will need to be obtained before the end of the internship in order to meet minimum entry requirements for ITT.

## Entry Requirements<sup>3</sup>

- a first degree from a United Kingdom higher education institution, or equivalent, (preferably 2:1 or above)
- a grade 4 in GCSE maths and English, or equivalent<sup>4</sup>

## The Application Process

Applications will be considered on a rolling basis from 12 Feb to the closing date on 04 June 2018

1. Complete the application form on [essexschoolsjobs.co.uk](http://essexschoolsjobs.co.uk)
2. If selected, you will be invited to a Phase I interview in Harlow or Chelmsford.
3. Phase I interview will include a small panel interview and you will be asked to make a short presentation.
4. You will be notified of the outcome of the Phase I interview
5. If successful, you will be invited for a Phase II interview in one of our partner schools
6. If successful in Phase II you will be given a conditional offer subject to meeting the entry requirements

If you have any further questions, please email [steptoteaching@eesforschools.org](mailto:steptoteaching@eesforschools.org)

---

<sup>3</sup> If your high school or degree qualifications were gained outside of the UK you will need to supply a NARIC statement of comparability

<sup>4</sup> If you want to go on to do a Primary Teacher Training programme, GCSE science is also desirable. Please note this will need to be obtained before the end of the internship in order to meet minimum entry requirements for ITT