

Job title: Science Teaching and Learning Adviser

Job ref: HFL1406

Contract & Hours: Fixed Term – 12 months as either full time, part time or a deployed consultant (Employment will remain with your school/setting and we will agree arrangements for you to fulfil this role in addition to your existing role)

We are happy to hear from potential candidates wishing to work part-time, as a deployed consultant or as a full-time adviser. The post can be split on a part-time basis for suitable candidates wishing to apply for a secondary or primary consultant role or as a full-time adviser role for a suitable candidate covering both phases.

Salary band: Band 6: FTE £49,000 - £51,800 p.a (pro-rata for part time hours)
Salary calculations available on request. N.B this applies to full time and part time contracts.

For a deployed consultant contract, payment will be made to your school to cover the costs for releasing you to fulfil this role. Therefore, this would not necessitate any changes to your terms and conditions.

Reports to: Lead Teaching and Learning Adviser for Science

Team: Education: Secondary Team

Location: Hertfordshire, with the flexibility to be able to work in client settings within surrounding counties as required.

Due to Covid-19 considerations, HfL colleagues are working remotely when not delivering on-site services in schools, settings and trusts. As national guidance changes, our 'working from anywhere' approach will resume - encouraging colleagues to plan diaries to reflect their role requirements, with a mix of remote working and up to 2 days per week in our Head Office in Stevenage when not in schools.

Our company

Herts for Learning (HfL) is an award-winning provider of products and services to schools and educational settings within and outside Hertfordshire. We believe that every young person, through access to a great education, should be able to realise their potential, regardless of where they live or their circumstances.

We focus on supporting the schools we work with to achieve successful long-term outcomes for their children. HfL is majority owned by Hertfordshire schools and operates with a not-for-profit ethos.

Job context

Our specialist Science advisers are skilled classroom practitioners with a wealth of school improvement experience who work with schools and academies to build bespoke packages of support. Working with mainstream, independent and special schools, our packages of support focus on building the capacity of Science subject leaders and improving quality first teaching through strengthening teacher subject knowledge. We have a proven track record of working effectively to develop approaches that ensure that schools remain at the forefront of outstanding practice.

Advisers deliver central training and present at national and regional conferences and have contributed articles to a range of educational publications. We also enjoy hosting our own conferences.

Purpose of the job

- To raise standards, maximise pupil achievement and improve the quality of teaching and learning of Science in Hertfordshire schools
- To maintain and communicate a passion for school improvement, maximising opportunities for all and narrowing the achievement gap for vulnerable pupils
- To maintain an overview of school development, ensuring schools are well informed and that HfL maintains its position as a cutting-edge provider of school improvement services
- To ensure the future of the service by identifying and undertaking trading activities, maximising income and contributing to a team traded target.
- To provide advice, training and bespoke packages of consultancy and support to develop and enhance the teaching and learning of science in Hertfordshire's schools through:
 - Central and localised training e.g. clusters and networks
 - Tailored school-based training e.g. Inset and staff meetings
 - Individual coaching and modelling for middle leaders, classroom practitioners and support staff
 - Tailored packages of continued professional development at both strategic and operational level, these range from individual pieces of work to comprehensive on-going support. Support and training may be delivered face-to-face or remotely.
 - Reviewing science provision within establishments
 - Developing web-based teaching and learning packages to support schools

Main areas of responsibility

Advisers will need to develop and maintain a high level of knowledge, experience, and skills across the area of science. In addition, they will work with other advisers:

- Providing consultancy to help schools improve standards of achievement in science.
- Providing information, advice and guidance to senior staff, teachers, support staff, parents, governors, and others in schools about curriculum and assessment in science.
- Planning, organising, delivering, and evaluating training for teachers.
- Supporting networks of teachers within and between schools.
- Providing current information about statutory requirements and best practice in the teaching of science.
- Representing the HfL at regional meetings as directed by the Team Leader.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time become necessary, particularly in light of the current Covid-19 situation.

Person specification

Please provide a supporting statement outlining why you are applying and how you meet the criteria below:

Knowledge & Qualifications

- A Qualified Teacher Status certificate
- A good knowledge of the National Curriculum for science across all key stages
- A good knowledge of current examination requirements and performance data

Experience of

- Successful management in a school setting, as a subject leader or senior leader to implement change and development in science
- Successfully observing, monitoring, and evaluating the quality of teaching and learning, including giving feedback to teachers and its impact upon pupil's learning
- Successfully leading professional development and supporting teachers and schools to improve outcomes for pupils

Skills and abilities

- Excellent interpersonal, coaching, communication, consultancy, and presentation skills
- Good writing skills especially to support planning, presentation and curriculum documentation
- Sound IT competency across a range of software
- Strong organisational and problem-solving skills

Special Requirements

- The ability to travel throughout Hertfordshire / the client area to undertake duties.

Personal Qualities

- Demonstrable passion for school improvement and improving the life chances of young people in Hertfordshire schools and settings.
- High professional standards, credibility, self-motivated and flexible.

Equal Opportunities

HfL is committed to being an equal opportunities employer. We insist on the equal treatment of all current and prospective colleagues and will never condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

HfL is also equally committed to becoming an anti-racist organisation and we encourage you to view our [Black Lives Matter statement](#) which gives clarity on our anti-racist stance. In our relentless efforts to be an anti-racist organisation, we recognise the negative impacts of under representation and lack of diversity in our organisation, our education system and in all aspects of our society. Therefore, for recruitment into any HfL post, where we have 2 or more candidates of equal merit, candidates with protected characteristics will be given advantage over candidates without such characteristics. This is sometimes referred to as a 'tie-breaker' and is referred to as 'positive action' in the Equality Act 2010.

To help us meet our high standards and aspirations of a fully diverse and inclusive workplace, we strongly encourage suitably qualified applicants from all backgrounds to apply and to join us.

Please note that if you are invited to interview, we will expect you to be prepared to discuss unconscious bias with us; we find these conversations more than any others give us all a good idea of what working together will be like.

Disclosure and Barring Service

This post may be subject to full pre-employment checks and is exempt from the Rehabilitation of Offenders Act 1974. Please note that additional information referring to the Disclosure and Barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information.

Health and safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

Intellectual property rights

It is a contractual requirement of all employees of HfL to protect the intellectual, property rights of the company and to adhere to our company policy with regard to IP.

APPLICATION PROCESS

For an informal discussion regarding the role, please contact Joanna Conn via email on joanna.conn@hertsforlearning.co.uk and provide your mobile no. so a mutually convenient time can be arranged to discuss the role.

To apply, please download and complete the HfL application form along with the supporting statement, explaining how you meet the requirements of the job outline and person specification. We would also love to hear why you are interested in becoming part of the HfL team.

As part of our move towards eradicating unconscious bias within the recruitment process, we ask that you follow the guidance stated in the application forms and submit these in a word format to enable your application to be anonymised.

To help HfL make sure our policies and working practices are inclusive and non-discriminatory we would like you to complete the HfL equal opportunities form. This will not be stored with your application and will only be utilised by HR.

To submit your application or to discuss any recruitment queries please email our Central Recruitment Team on hfl.recruitment@hertsforlearning.co.uk or 01438 544439.

Closing Date: Wednesday 16th March 2022 at midday

Interview Date: Week commencing 28th March 2022 in Stevenage