A well-qualified and enthusiastic graduate is required for September 2018 to teach Religious Studies to GCSE and A-level within a dynamic, successful and growing department. The post could be full- or part-time. The supplementary role of Head of PSHRE may be available for a suitably qualified candidate.

Closing date for applications: Wednesday 14th March 2018

Key facts about Mill Hill School

**GCSE & A-Level**
WITH A WIDE RANGE OF OPTIONS

**Day & Boarding**
DAY, WEEKLY AND FULL BOARDING PLACES AVAILABLE

**2017 Academic Results**
A-LEVEL: 43% A*/A; 67% A*-B
GCSE: 63% A*/A; 85% A*-B

**120+**
ACRES OF GROUNDS AND FACILITIES

**Co-educational**
FOR AGES 13–18

**10 miles**
FROM CENTRAL LONDON WITH EASY ACCESS TO UNDERGROUND AND MAIN LINE STATIONS

Part of the Mill Hill School Foundation
EDUCATING GIRLS AND BOYS FROM 3–18
Mill Hill School

Founded in 1807, Mill Hill School is an independent co-educational boarding and day school with 715 pupils aged between 13 and 18, of whom 275 are in the Sixth Form. The School is one of four in the Mill Hill School Foundation, which comprises Pre-preparatory, Preparatory and Senior Schools as well as an on-site International School.

We are situated in a magnificent 120-acre parkland campus on the edge of the North London Green Belt, providing a wonderful environment in which to work. The School is very much a community, particularly given the central importance of boarding; we are unusual for a London school to be offering full and weekly boarding, with over 180 boarding pupils.

We are committed to the on-going professional development of all our teaching and support staff as well as the full induction and training of all new staff.

The Mill Hill School Foundation Ethos

The Mill Hill School Foundation educates boys and girls from 3-18, seeking to equip them for life, both now and in the future.

Our stimulating academic environment and numerous activities outside the classroom encourage learning and personal growth. We are committed to the development of every pupil and believe that our friendly and supportive community helps this to happen. We seek as a Foundation to instil a love for learning which will last a lifetime whilst balancing this with a readiness to embrace change.
The Religious Studies Department

Staffing
Currently the department comprises three teachers: the Foundation Chaplain, who is also Head of Department, and two full-time teachers. The department has strong links with the Religious Studies Department at our Foundation Preparatory School, Belmont.

Curriculum
At all levels the department’s key aim is to stimulate and develop interest in and enjoyment of Religious Studies as an inspiring and rigorous academic subject. The Fourth Form (Year 9) follow a foundational course in Philosophy, Ethics, Theology and World Religions, and the department also has a vibrant Philosophy and Theology Society.

Religious Studies numbers have steadily increased at GCSE in recent years and currently there are 130 pupils taking the course, with three full sets in each of the Remove (Year 10) and Fifth Form (Year 11). We follow the Eduqas syllabus and study Judaism and Christianity, alongside the four Philosophy and Ethics units. The department has a good recent record of academic success, with an average A*/A pass-rate of 59% over the past three years.

The A-level course is also popular with almost 40 in the Sixth Form opting to take the subject. We follow the OCR syllabus with units in Philosophy, Ethics and Theology (Developments in Christian Thought). Again results have been very positive over the past three years with 65% A*-B on average. An increasing number of our leavers go on to read Philosophy- and Theology-related subjects at undergraduate level, a trend we are keen to develop.

Accommodation and Resources
The Religious Studies Department is situated in the modern Favell teaching block and all classrooms offer integrated ICT, sound and projection facilities. We also benefit from a handy departmental office.

The Post
This continues to be an exciting time in the development of Religious Studies at Mill Hill. The successful candidate will share a creative passion for the subject, coupled with a vision for integrating it even more fully into the academic and co-curricular life of the School. The successful candidate will be expected to teach Religious Studies across the age range from Fourth Form (Year 9) to Upper Sixth Form. The ability to help prepare candidates for Oxford or Cambridge would be desirable. There is also likely to be the opportunity to contribute to the School’s PSHRE and Sixth Form Enrichment programmes.

We would be pleased to receive applications from experienced teachers or NQTs. The post is offered as a full- or part-time role. Candidates should state their preference and availability as well as any additional subjects they would feel confident to teach.

Head of PSHRE
The supplementary role of Head of PSHRE, taking responsibility for this key aspect of the School’s curricular provision, may be available for a suitably qualified candidate. If you are interested in this opportunity, please see the separate information sheet about the role, and outline your suitability on your application form.
The successful candidate will be expected to play a full part in the broader life of the School. This will include responsibility for a tutor group, reporting to a day or boarding Housemaster/mistress as appropriate.

The successful candidate will contribute to the School programme of games and/or activities. This will involve participation during the five-day week as well as working in the region of eight Saturday mornings or afternoons per academic year (pro rata for a part-time teacher); assisting with the boarders’ programme on Friday evenings or Sundays is also possible as an alternative to the Saturday commitment.
As the successful candidate, you will be able to demonstrate the following:

> A strong academic background, with at least a good honours degree in Philosophy, Theology or a related discipline and, depending on experience, a PGCE or equivalent
> Awareness, understanding and, ideally, experience of issues relating to safeguarding the health, welfare and safety of children
> High personal and professional standards
> Positive working relationships with colleagues and the ability to work as a member of a team
> Excellent time management and organisational skills
> Ability to take responsibility and to show initiative
> Ability to take the lead in developing new teaching and learning strategies

> Thorough knowledge of the subject and an interest in current developments
> Ability to use a variety of teaching and learning styles
> Ability to convey infectious enthusiasm for the subject
> Experience in the use of ICT to support the teaching of Religious Studies
> Ability to form and maintain appropriate relationships and personal boundaries with children and young people
> Ability to manage practical classes effectively and safely
> Motivation to work with children and young people
> Positive attitude to managing behaviour in the classroom
To teach to the syllabus prescribed by the Head of Department, using the scheme of work drawn up for the department and to prepare pupils for tests and examinations, using revision programmes, past examination papers etc as appropriate.

To plan and prepare work as appropriate.

To maintain records of work covered for each set taught.

To set prep on a regular basis, following the School’s prep timetable in the Lower School and according to the Head of Department’s guidelines in the Sixth Form.

To mark pupils’ work regularly and to keep a record of each pupil’s marks in a mark book.

To monitor pupils’ attendance at lessons and to follow up absences in writing with the appropriate Housemaster/mistress.

To provide a written report on each pupil at half term (on internal report card) and at the end of each term (full reports).

To keep classrooms, laboratories and equipment used in good order and to report any damage/faults, etc., to the appropriate person (usually the Head of Department).

To contribute to the overall work of the department e.g. drawing up schemes of work, setting examination papers, participating in field trips or exchange visits, covering classes for absent colleagues as directed by the Head of Department or by the Head.

In the case of absence, to notify the Head of Department and the Deputy Head (Academic) and to set work for classes needing to be covered whenever possible.

To attend all staff meetings called by the Head and parents’ meetings of all year groups taught.

To keep abreast of developments in his/her subject area and to support the department’s contribution to the relevant targets of the School Development Plan by attending appropriate INSET and other courses.
HOW TO APPLY

1. If you would like to apply for this role, please download the application form from the School website. Our Guidance Notes for Applicants can also be found on the website.

2. Your application form should be completed in full and returned to applications@millhill.org.uk by 9.00am on Wednesday 14th March 2018. Please note that we are unable to accept applications unless they are made on our own application form. Due to the large number of applications the School receives, please be aware that only shortlisted candidates will be contacted to be invited for an interview.

3. Should you require any further assistance, please contact us via email: applications@millhill.org.uk

The Mill Hill School Foundation and its staff are committed to safeguarding the welfare of children. The School is registered with the DBS and successful applicants will be required to complete successfully the Disclosure procedure at the Enhanced level. It is an offence for any person barred from working with children to apply for this post.

The Mill Hill School Foundation is committed to Equal Opportunities and welcomes applications from all sections of the community.
Instilling values, inspiring minds

millhill.org.uk