



# MALVERN

## COLLEGE

### **HEAD OF CLASSICS AND TEACHER OF CLASSICS**

Appointment to take effect from September 2022

#### **GENERAL**

Malvern College is a leading independent school for girls and boys aged 13 to 18. Our focus is on encouraging academic excellence, personal growth and all round achievement in our pupils and providing outstanding pastoral care through the impressive House system. It is a vibrant hub of activity where pupils participate in an enormous range of co-curricular activities that support and inform their individual academic programmes.

The school is proud of its high academic standards and its pastoral care. There is a broad curriculum which is intended to give all pupils breadth and depth in a range of disciplines. We have offered the International Baccalaureate as an alternative to A levels since 1992 and approximately 50% of our Sixth Form choose each course of study. Results are excellent and pupils consistently secure places at Russell Group universities, including Oxford and Cambridge and an increasing number of pupils go to Ivy League or top universities in the US and Canada. Malvern College is a SAT centre.

There are approximately 660 pupils at Malvern College, around 200 at The Downs Malvern and around 200 at Abberley Hall, our affiliated prep schools. We are a traditional full boarding school with approximately 75% of our pupils boarding and weekends are busy with a full programme of activities. We seek to prepare those who study at Malvern for a world that is fast-changing, and our House system engenders a sense of community and collective purpose. Pupils eat in their Houses creating the family feel for which Malvern is well-known.

Situated on the slopes of the Malvern Hills and close to the centre of Great Malvern, the beautiful 250-acre main College campus commands striking views across the Severn Plain towards the Cotswolds.

The excellent facilities include an Arts Centre, a newly redeveloped Theatre, two tournament quality Rackets Courts, a Library, extensive sports grounds, two all-weather pitches and a Technology Centre. Our refurbished Science Centre has, alongside state-of-the-art laboratories and equipment, a lecture theatre. Our other facilities include a fantastic sports complex which has a twenty-five metre pool, an eight-court sports hall, squash courts, gym, dance studio, climbing wall and rifle range. In addition, a hospitality suite allows the College to host a variety of functions throughout the year. Malvern College is a Steinway school and will be redeveloping our Music School in 2022, along with ongoing investment into our Boarding Houses.

The Malvern brand is globally strong: we have sister schools in Qingdao, Chengdu, New Cairo, Switzerland and Hong Kong.

Our school community is vibrant and staff are committed and enthusiastic; all applicants are encouraged to view our website [www.malverncollege.org.uk](http://www.malverncollege.org.uk)

## **CLASSICS DEPARTMENT**

The Classics Department at Malvern College strives to enthuse pupils of all ages and abilities and develop their knowledge and understanding of the Greeks and Romans and their languages, literature, culture, history, philosophy and religious beliefs.

In Year 9, pupils' existing knowledge of Latin is enhanced and advanced with the Cambridge Latin and De Romanis courses; there is also a Classical Civilisation course for pupils with little or no knowledge of Latin; Greek is taught off-timetable. In Years 10 and 11, the following GCSE courses are taught: WJEC Latin, OCR Greek and OCR Classical Civilisation. In the Sixth Form, pupils can study Latin and/or Greek in the International Baccalaureate Diploma; or they can opt for OCR A-level courses in Latin, Greek and Classical Civilisation.

The Classics Department is located in three well-equipped classrooms; and it has well-stocked shelves of books in the Grundy Library, and archaeological and Roman coin collections. The pupil-run Classical Society organises talks from pupils and guest speakers; and there are trips to lectures and plays, and visits to Classical sites in the UK, Italy and Greece.

### **PURPOSE OF THE JOB AND SUCCESS CRITERIA**

A Head of Department is responsible for providing leadership, management and support for all members of their team and for the leadership, management and development of a transformational teaching and learning environment in their subject.

To contribute fully to the life of the school through, in addition to teaching, participating in the normal supervisory, pastoral and co-curricular duties undertaken by all members of staff, including fulfilling a commitment to the boarding life of the school.

### **KEY AREAS OF RESPONSIBILITY**

- To provide high quality teaching of Classics throughout all year groups and to encourage independent learning wherever appropriate
- To maintain, and where appropriate raise, the profile of Classics throughout the College
- To prepare schemes of learning and be responsible for all aspects of the management of the Classics curriculum area, including management of the departmental budget
- To be a collaborative and fully integrated member of the Heads of Department and Classics teams, to attend meetings, prepare departmental reports and contribute to the School and Staff Development Plans
- To organise and/or take part in departmental trips
- To support and monitor the delivery of the subject by all members of the Classics team by means of, among other things, regular lesson observations and work scrutinies
- To cultivate meaningful opportunities for pupils to develop their interests and understanding of the subject areas as part of the College's Super-curriculum academic enrichment programme
- To oversee the Annual Teaching Review system for all members of the department
- To encourage and support the use of ICT within the Department
- To actively engage in CPD, for all members of the department, to maintain and enhance knowledge and understanding of the subject, curriculum and exam criteria,
- To play a full part in the life of this successful Boarding and Day School,
- To take on meaningful co-curricular roles as required

## **LIMITS OF RESPONSIBILITY**

- To run the Department in line with College and Departmental Policies and to adhere to them
- To be ultimately responsible to the Headmaster, through the Deputy Head: Curriculum for strategic matters and the Director of Studies for operational matters
- To undertake a pastoral role, supporting pupil development as either a Lower School or Sixth Form Tutor and as a House Tutor reporting through Housemaster/mistress to the Deputy Head: Pastoral

## **BENEFITS OF WORKING AT MALVERN**

- Visits from newly appointed staff are encouraged during the academic year prior to joining the school, followed by a thorough induction programme which takes place towards the end of August
- Excellent opportunities for Continuous Professional Development
- Fee concessions for Malvern College and The Downs Malvern
- All teachers are issued with an iPad and/or Laptop, and the majority of teachers have their own classroom
- Opportunity to take on additional responsibilities for which there are additional allowances
- A voice on professional matters via the President of the Common Room
- Free on-site parking
- Pension provided by APTIS, a defined contribution scheme, with employee and employer contributions on a sliding scale, at a level chosen by the employee
- Subsidised Private Health Insurance
- Cycle to Work Scheme
- Subsidised membership of the Sports Complex and facilities for staff and their immediate family
- Free membership of the College library
- A beautiful campus and the Malvern Hills are nearby
- A strong, supportive staff community who arrange social events

## **GENERAL REQUIREMENTS**

Malvern College is committed to safeguarding and promoting the welfare of its pupils and expects all employees to share this commitment. Employees must, at all times, have regard to the need to safeguard and promote the welfare of children in line with the provisions of the Children Act 2004 (as amended) and Keeping Children Safe in Education (as amended) and be fully aware of, and understand, the duties and responsibilities that apply to their role in relation to these requirements. All employees must attend appropriate training in accordance with College and local Safeguarding Board stipulations.

In accordance with the provisions of the Health and Safety at Work Act 1974 (as amended) and the Management of Health and Safety at Work Regulations 1999 (as amended) you must take reasonable care not to endanger yourself or other persons whilst at work. You must co-operate with the College to enable it to comply with its legal duties for Health and Safety.

It should be noted that the above list of duties and responsibilities is not necessarily a complete statement of the duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

## **APPLICATIONS**

Applicants may contact the Director of Studies, Mr Joe Gauci, to discuss the post if they wish. Mr Gauci can be contacted by email: [joseph.gauci@malverncollege.org.uk](mailto:joseph.gauci@malverncollege.org.uk)

Full details of working at Malvern College and our Application form can be found on our website: [www.malverncollege.org.uk/Job-Vacancies](http://www.malverncollege.org.uk/Job-Vacancies)

Applications, consisting of an online application form including a supporting statement should be submitted via the TES website. Any queries regarding the application process please contact the Human Resources team either via email [humanresources@malverncollege.org.uk](mailto:humanresources@malverncollege.org.uk) or by phone 01684 581647.

Applications should be submitted by no later than **12 noon on Thursday 28 October 2021**.

The selection process is currently scheduled to be held during w/c **8 November 2021**, which will involve spending a day at the school and:

- An observed lesson
- An interview with the Heads of Department and a member of the academic leadership team
- An interview with the Headmaster and/or Senior Deputy Head
- An interview with the Deputy Head: Pastoral and one of the pastoral leadership team
- An interview with the Director of Human Resources
- A tour of the College
- Lunch either in House or with the Department

You will also be required to provide proof of your identity, right to work in the UK and qualifications during the selection process.

**September 2021**