



Chandlings

## **PART-TIME FOOD TECHNOLOGY TEACHER**

**Required with immediate effect or as  
soon as possible**

Chandlings provides a first-rate education and strong personal development. Would you like the opportunity to join this highly successful Oxfordshire Prep school?

We are proud of the way in which we educate and support all our children. If you are able to inspire your pupils to achieve their potential, we would like you to join our team as a part-time Food Technology Teacher. You will need to be able to teach creatively to a high standard, enjoy working with children and be committed to our whole school ethos.

This is a rare opportunity to join our vibrant and ambitious school. We offer an excellent working environment and regular opportunities for professional development.

### **Job Description**

#### **Key Responsibilities:**

- Responsibility for the teaching and learning of pupils in food preparation and nutrition.
- Responsible for the smooth operation and day to day running of the Food Technology room to include provision of ingredients, compliance with food hygiene legislation, maintenance of hygiene standards and management of support staff.
- Develop and implement programmes of study to enable each pupil to develop at a good pace through differentiated planning and creative teaching.
- Provide a stimulating learning environment through display that is routinely maintained.
- Maintain full and informative records efficiently.
- Document planning for the short, medium and long term.
- Support colleagues as necessary and cooperatively work as part of a team, attending all meetings and INSET.
- Undertake duties before, during and after school as required.
- Participate in co-curricular school activities including clubs.
- There may be the opportunity for planning, organisation and delivery of holiday cookery courses with the possibility of additional payment to supplement income at a negotiated rate.
- Attend school functions.
- Develop effective professional relationships with pupils, colleagues and parents.
- Any other duties reasonably required

## Person Specification

- Proven suitability to work with children.
- Relevant and appropriate qualifications.
- An outstanding teacher and role model, passionate about achieving the best outcomes and demonstrating high expectations for all children in the school.
- High levels of personal and professional integrity and the ability to exercise discretion and confidentiality.
- Personal warmth to gain the confidence of pupils, staff and parents.
- High standards of personal presence and presentation and attention to detail.
- Ability to communicate concisely and sensitively, both orally and in writing, to a variety of audiences.
- Able to use their initiative to drive forward change and development.
- Prepared to work hard and to 'go the extra mile'.
- Positive, enthusiastic and energetic approach to life, with a can-do attitude and commitment to the Chandlings ethos.
- High expectations for pupil attainment, personal development and conduct.
- The duties outlined in this job description may be modified by the Head, with your agreement, to reflect or anticipate changes in the job.

Set in sixty acres of beautiful Oxfordshire countryside, Chandlings is an Independent co-educational day school for girls and boys from 2-11 years old. Situated just 20 minutes from the centre of historic Oxford, we have purpose-built, bright, modern classrooms with extensive and impressive facilities. There are specialist art, design and technology, food technology, music and science facilities as well as two school halls. We have new Astroturf, netball courts, hockey, rugby and football pitches, an archery range, a 9 hole golf course and driving range, tennis courts, a swimming pool, a low-ropes course and a riding school. The extensive grounds offer woodlands, lakes, playing fields and lots of space to play and explore.

The school provides an excellent all-round education in a delightful environment. We are proud of our ability to gain outstanding academic results within a warm and secure learning environment. Children here are nurtured and cherished as part of the Chandlings family.

**To apply:** Interested and qualified candidates should submit electronically (as separate PDF documents in one email) the following to [sbrennan@chandlings.org.uk](mailto:sbrennan@chandlings.org.uk).

- A covering letter addressed to Ms C Cook, Head
- A completed Chandlings application form, with the names and details of at least two referees. One of the referees **must** be your current or most recent employer. If your current/most recent employment does/did not involve working with children, then the second referee should be the employer with whom you most recently worked with children. If you are or have been employed within a school, then one reference must be from the Head of your current school, or the last school at which you worked.
- A CV can be submitted as additional information but it must not be instead of the application form.

We are looking to make an appointment as soon as possible, to start with immediate effect.

### **Interviews will be held on Tuesday 17 September 2019.**

Shortlisted applicants are advised that references will be taken up **prior to interview**.

**Interview Process:** Short listed candidates will be asked to teach a lesson which will be formally observed and complete an interview with written documentation recorded. At least two references will be obtained and kept on file for each successful candidate and any gaps in employment history will be fully investigated. Safe recruitment procedures are followed and members of the Senior Leadership Team are accredited. Child protection awareness is an integral part of the induction programme for new members of staff.

### **Appointment date: September 2019 or as soon as possible**

**Salary and Benefits:** The salary will be on the Chandlings scale and related to experience and qualifications. You will automatically be enrolled in the Aviva APTIS Pension scheme unless you exercise your right to opt out of the scheme.

**Medical Fitness:** Any offer of employment will be conditional upon the appointee's fitness to carry out the role. New employees will be asked, following an offer of employment, to complete a questionnaire regarding medical fitness.

**Recruitment Checks:** Chandlings requires all new employees to complete an Enhanced level criminal background check through the Disclosure and Barring Service. It is a condition of employment that the employee should not have been convicted of a criminal offence against children, nor have been dismissed from or resigned from a previous employer for misconduct of a similar nature. Having a criminal record is not necessarily a bar to employment; it will depend on the nature, circumstances and background of the offence.

All appointments are made in accordance with our Equality policy and applicants should let us know of any special needs they may have so that adjustments can be made if required.

**Safeguarding:** All adults working at Chandlings should be aware of and where necessary, follow the school's safeguarding guidelines which are in line with the

Department for Education's (DfE) and Oxfordshire Safeguarding Children Board's (OSCB) practice and procedures – available online at <http://www.oscb.org.uk>. The School's Safeguarding Policy can be found on the Chandlings website.