



Ribbon Academy Trust  
Barnes Road  
Murton  
Co Durham  
SR7 9QR

0191 5175900

Mrs A Sheridan (Head teacher)  
[www.ribbonacademy.co.uk](http://www.ribbonacademy.co.uk)

WE ARE LOOKING FOR

A SPECIALIST  
INSTRUCTOR  
(Physical Development/  
Resilience Champion)

TO JOIN OUR TEAM

*Growing together*



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## Specialist Instructor (Physical Development / Resilience Champion)

**Grade 6 (NJC scale points 11—17)**

**Salary £21,748—£24,491 (pro rata)**

**33 hours per week, term time only**

**To start September 2021 (Fixed Term for 1 year in the first instance)**

Ribbon Academy Trust is looking to appoint a Specialist Instructor to develop Physical Development and Resilience across the Academy. The successful candidate will complement the professional work of teachers by taking responsibility for agreed learning activities under an agreed system of supervision, consistent with the aims of the Academy. Activities will involve planning, preparing and delivering learning lessons in the specialist subject across all key stages, as well as reporting on pupils achievement, progress and development.

### The ideal candidate will:

- ◆ Work in conjunction with the PE subject leader to deliver PE/resilience sessions to all year groups (across the primary range).
- ◆ Be able to use their initiative to deliver bespoke physical challenges.
- ◆ Have a secure understanding of competitive games.
- ◆ Be responsible for the development of different sports across the Academy.
- ◆ Be able to develop and coach sport teams across the Academy.
- ◆ Be a good communicator.

**Deadline: Wednesday 5th May at 9am**

Interviews : week commencing Monday 10th May 2021

As visits are not possible at this time, if you have any questions regarding the school or the position, please contact Mrs Ashleigh Sheridan (Head Teacher) on 0191 517 5900 or by e mail at [p3517.admin@durhamlearning.net](mailto:p3517.admin@durhamlearning.net).

### How to Apply

Application forms should be returned via email to [recruitment@ribbonacademy.co.uk](mailto:recruitment@ribbonacademy.co.uk) or by post to:

**Mrs A Sheridan (Head Teacher)**

**Ribbon Academy**

**Barnes Road**

**Murton**

**Seaham**

**SR7 9QR**

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## Job Description

**Responsible to:** Head Teacher

### **Job Purpose:**

To complement the professional work of teachers by taking responsibility for agreed learning activities under an agreed system of supervision, consistent with the aims of the Academy. Activities involve planning, preparing and delivering learning lessons in the specialist subject across all key stages, as well as reporting on pupils achievement, progress and development.

### **Duties and Responsibilities :**

- ⇒ Develop and maintain an up-to-date knowledge and understanding of the subject area the postholder is responsible for.
- ⇒ Deliver learning activities to pupils within agreed system of supervision, adjusting activities according to pupil responses/needs.
- ⇒ Challenge and motivate pupils, promote and reinforce self-esteem.
- ⇒ Work with the Academy's agreed discipline policy to anticipate and manage behaviour constructively, promoting self-control and independence.
- ⇒ Take an appropriate role in the development and implementation of appropriate behaviour management strategies.
- ⇒ Assess, record and report on development, progress and attainment as agreed with the teacher.
- ⇒ Organise and manage appropriate learning environment and resources.
- ⇒ Use ICT, where appropriate, to advance pupils' learning, use common IT tools for own and pupils' learning.
- ⇒ Undertake break supervision as required
- ⇒ Undertake routine clerical duties.
- ⇒ Supervise pupils sitting internal and external examinations and tests, ensuring examinations comply with examination board regulations
- ⇒ Liaise between managers/teaching staff and teaching assistants in the Academy.
- ⇒ Listen actively and respond to concerns about developmental or behavioural changes.
- ⇒ Participate in meetings with other staff, external professionals and parents regarding pupils, in a support capacity to the teacher

## General Expectations/Requirements

- ⇒ To attend and participate in training and development courses as required;
- ⇒ To participate in regular supervision sessions and annual performance management;
- ⇒ To work collaboratively with colleagues as part of a professional team;
- ⇒ To be an effective role model for the standards of behaviour expected of pupils;
- ⇒ To promote and safeguard the welfare of children and young people that you come into contact with adhering to all specified procedures;
- ⇒ To have due regard to confidentiality, safeguarding procedures, health and safety, other statutory requirements and the policies of the school and Local Authority;
- ⇒ To undertake any other duties commensurate with the post as determined by the Headteacher;
- ⇒ The successful applicant will undergo an enhanced disclosure from the Disclosure and Barring Service;
- ⇒ The postholder must act in compliance with the GDPR principles in respecting privacy of personal information held by the Council and school;
- ⇒ The postholder must comply with the principles of the Freedom of Information Act in relation to the management of school records and information;
- ⇒ The postholder must carry out their duties with full regard to the Council's Equal Opportunities Policy, Code of Conduct, Child Protection Policy, and all other Council policies;
- ⇒ The postholder must comply with the Council's Health and Safety rules and regulations and with Health and Safety legislation.

The duties, responsibilities and expectations highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.

**Ribbon Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. You therefore have a duty to use the school's procedures to report any concerns you may have regarding the safety or well-being of any child or young person.**

## Personal Specification

ESSENTIAL				DESIRABLE		
	Criteria No.	ATTRIBUTE	Stage Identified	Criteria No.	ATTRIBUTE	Stage Identified
Qualifications & Education	E1	Level 5 qualification in the specialist subject area	AF, C	D1	First Aid training	AF, C
Experience & Knowledge	E2	Experience of working in a classroom environment	AF, I	D2	Experience in instructing children in the specialist area	AF, I, R
	E3	Experience of developing skills in others	AF, R	D3	Knowledge of Behaviour Management techniques	AF, I, R
	E4	Good understanding of child/young person's development and learning processes	AF, I, R	D4	Knowledge of Child Protection and Health & Safety legislations and procedures	AF, I, R
	E5	Understanding of individual children and young people's needs	AF, I, R	D5	Knowledge of mentoring approaches	AF, I, R
				D6	Creativity	I

Our school community places the highest priority on keeping our children safe. Applicants for all posts will be subject to stringent vetting and induction processes.

ESSENTIAL				DESIRABLE		
	Criteria No.	ATTRIBUTE	Stage Identified	Criteria No.	ATTRIBUTE	Stage Identified
Experience & Knowledge	E6	An understanding that children/young people have differing needs and knowledge of inclusive practice	AF,I			
	E7	Extensive knowledge of the specialist subject area	AF,I			
	E8	Excellent written and verbal communication skills; able to communicate effectively with all children, young people, families and carers	AF, I, R			
	E9	Excellent interpersonal communication skills, including good listening skills	AF, I, R			
	E10	Good reading, writing and numeracy skills	I			
	E11	Ability to work successfully in a team	I, R			
	E12	Able to exercise discretion and judgement	AF, I, R			
	E13	Demonstrate ICT skills and ability to use them as part of the learning process, or the ability to develop ICT skills in a reasonable timeframe	AF, I, R			
	E14	Skills to manage pupils behavior appropriately	I, R			
	E15	Confidentiality skills	I, R			

ESSENTIAL				DESIRABLE		
	Criteria No.	ATTRIBUTE	Stage Identified	Criteria No.	ATTRIBUTE	Stage Identified
Personal Attributes	E16	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	I, R			
	E17	Emotional resilience in working with challenging behaviours; and, attitudes to use authority and maintaining discipline	I			
	E18	Ability to work outside of normal school hours to attend meetings, e.g. Parent's evenings	I			
	E19	Ability to work flexibly to meet the demands of the post	I			
	E20	Willingness to develop professionally and attend courses as required	I			
Special Requirements	E21	Suitable to work with children/young people	D			

Key – Stage identified	
AF	Application form
C	Certificates
D	Disclosure
I	Interview
R	References