



KING EDWARD'S SCHOOL  
BIRMINGHAM

## Teacher of English

**King Edward's School is seeking to appoint a full-time or part-time Teacher of English to join a strong and enthusiastic department in an exceptional school, from 1<sup>st</sup> September 2025. We welcome applications from people of all backgrounds; no experience of working in the independent sector is required. Willingness to participate in the wider life of the School with pastoral care duties, and to contribute to the provision of co-curricular activities is essential.**

### The English Faculty

The English Faculty comprises ten teachers, all of whom are expected to be capable of teaching across the complete age range of the school, from Year 7 to 13 and preparation for university. There is a separate Drama department.

Up to Year 11, English is taught to all pupils for four forty-minute periods per week (seven per fortnight in Year 8). There are approximately 120 boys in each year group, taught in mixed-ability sets. All boys are entered for both English and English Literature IGCSEs (CAIE) at the end of Year 11: results are consistently strong, and boys enjoy their English courses.

The Department teaches English Literature courses to all Year 13 pupils, as part of the IB Diploma programme. Pupils are taught in sets of c.12 and Standard Level pupils have four periods a week while Higher Level pupils have six. It is not expected that the new teacher will necessarily teach the IB, but training will be provided should this be the case. In September 2025, King Edward's School is reintroducing A Levels for all pupils, and there is a healthy take-up for English A Level.

The ideal candidate will have demonstrable excellence in both subject knowledge and classroom practice. They will be ambitious for their pupils, and they will be committed to the importance of reading and oracy, both within and beyond the English classroom. Enthusiasm to contribute to imaginative and stimulating projects is essential, as is a flexible, adaptable mindset, and a collaborative approach.

The school's co-curricular life requires great commitment from members of staff. It is expected that all teachers will be form tutors, attached to a House, and contribute in some way to activities beyond the classroom and the timetable. Members of the English Department currently coach for and supervise competition, internal and inter-school Debating and Public Speaking; run Book Worms, the Key Stage 3 reading club; organise a residential creative writing trip; lead theatre trips; and lead a range of societies. Contribution to some of these activities, as well as the development of new ones, would be most welcome.

## **Job Description**

The role holder will report to the Head of the English Faculty.

### **A. Teaching**

- Plan and deliver lessons in accordance with the department's scheme of work and which reflect the priorities of the school's Learning and Teaching Policy
- Liaise with relevant colleagues on the planning of work for collaborative delivery
- Take account of pupils' prior levels of attainment and use them to inform planning and set targets for future improvement
- Set high expectations for pupils' behaviour by establishing a purposeful working atmosphere in accordance with the school's Behaviour Policy
- Set appropriate and demanding expectations for pupils' learning, motivation and presentation of work

### **B. Assessment, Recording and Reporting**

- Assess and return work within a reasonable and agreed time span providing constructive oral and written feedback, and clear targets for future learning as appropriate
- Report on pupil progress in line with school policy and as specified in the published calendar
- Keep parents informed of pupil progress by attendance at Parents' Evenings, and by other means as appropriate
- Maintain appropriate records of assessments in line with department and school policy
- Be familiar with the code of practice for identification, referral, assessment and monitoring of special educational needs

### **C. Pastoral Care**

- Undertake responsibility for a form group as required, including tutor/tutee interviews
- Be the first point of contact for parents of pupils in the form
- Set targets for and monitor the social and academic progress of pupils in the form
- Undertake responsibility for the delivery of the PSHE programme to the form
- Promote good attendance and monitor in accordance with school policy

### **D. Professional Standards**

- Support the aims of the school and adhere to the Staff Code of Conduct
- Support the implementation of all school policies and procedures as laid out in the Staff Handbook
- Treat all members of the school community with respect and consideration
- Treat all pupils fairly, consistently and without prejudice

- Set a good example to pupils in terms of appropriate dress, standards of punctuality and attendance
- Attend and participate in events such as open days, entrance exams and options evenings. Support those events in which form members are involved e.g. concerts
- Participate in the school's extracurricular programme, which includes activities, clubs and societies, sport, drama and music
- Take responsibility for professional development, participating in staff training and the school's arrangements for appraisal
- Participate in the management of the school by attending departmental and other staff meetings
- Ensure that all deadlines are met as published in the school calendar
- Take responsibility for matters relating to health and safety in line with school policy
- Undertake duties that may be reasonably assigned by the Chief Master (directly or indirectly)

Responsibilities may be direct, joint or through devolved structures, but always in accordance with whole school policies. These details may be amended at any time by agreement, but in any case will be reviewed during the appraisal process.

The candidate will visibly maintain the highest professional standards, have excellent interpersonal communication, presentational and ICT skills and have the ability to work flexibly within the school structure.

### Person Specification

The following person specification indicates those areas of skills and personal characteristics, qualifications, training and experience that are either essential or desirable in the candidates being interviewed.

<b>Qualifications and Training</b>	<b>Essential</b>	<b>Desirable</b>
Qualified Teacher Status (UK)		Yes
Courses of further study relevant to the post		Yes
An honours degree in English or a related subject	Yes	
Evidence of involvement in personal CPD	Yes	

<b>Experience</b>	<b>Essential</b>	<b>Desirable</b>
Experience of teaching in a highly academic context		Yes
Experience of teaching the 16-18 age range		Yes
Clear understanding and knowledge of current issues related to the subject	Yes	

<b>Skills</b>	<b>Essential</b>	<b>Desirable</b>
A clear understanding of how to engage with school data	Yes	
Ability to think originally and creatively and show initiative	Yes	

Commitment to high standards of English teaching and learning	Yes	
Ability to teach high quality lessons	Yes	
The potential to lead and motivate teams		Yes
Strong people management skills		Yes
Excellent organisation abilities	Yes	
High levels of ICT competency	Yes	

Personal characteristics	Essential	Desirable
Ability to cope with pressure	Yes	
Ability to communicate effectively with parents, students and staff in a variety of ways	Yes	
Understanding of, and a commitment to, equality of opportunity for all	Yes	
Understanding of, and a commitment to, the ethos of the school as a community	Yes	
Tact, discretion and diplomacy	Yes	
A genuine liking of people and the ability to show warmth, good-humour, empathy and sensitivity	Yes	

## How to apply

To apply for this role, please forward a completed application form and equal opportunities form (both available for download [here](#)) and a covering letter addressed to the Chief Master & Principal (Mrs Kirsty von Malaisé) by email to: [kesrecruitment@keschools.org.uk](mailto:kesrecruitment@keschools.org.uk).

If you have any queries about the role or would like to discuss it in more detail, please contact Head of English, David Leigh - [d.leigh@keschools.org.uk](mailto:d.leigh@keschools.org.uk)

The deadline for applications is 8 am on 28<sup>th</sup> April 2025, however, applications will be reviewed on receipt and so early applications are encouraged. We reserve the right to bring forward the closing date and interview date if sufficient applications have been received.

Interviews will provisionally take place in the week commencing 5<sup>th</sup> May.

*King Edward's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants invited to interview will be required to provide proof of identity, preferably a birth certificate, although where this is not available, we will accept other forms of ID. Online searches will also be carried out for all shortlisted candidates, as required by Keeping Children Safe in Education. Successful candidates will be required to undergo an enhanced DBS check and other pre-employment checks. A copy of the School's Recruitment, Selection and Disclosure Policy is available on the website [www.kes.org.uk](http://www.kes.org.uk).*