



St Mary's School CAMBRIDGE

Teacher of Drama September 2018

St Mary's School
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St Mary's School Cambridge

St Mary's School, Cambridge is an independent day and boarding school for girls aged 4 to 18.

Situated in the heart of the academically and culturally vibrant city of Cambridge, the School offers a safe and secure learning environment for girls. A Christian school in the Catholic tradition and founded on the principles of Mary Ward, we have a unique approach to education and an atmosphere which fosters a love of life and learning, while growing the academic talents and spiritual wellbeing of each individual girl, from within.

At St Mary's School, Cambridge, we don't offer a one-size-fits-all education; we provide renowned pastoral care, understanding and individual support that encourages girls to look beyond themselves, so that they enter adulthood aspiring to be more and to give more, not just to have more.

There are 170 girls in our Junior School and 450 girls in our Senior School. A fifth of the girls at the school are boarders. Reflecting the cosmopolitan community of Cambridge, 22% of students at the school are international, from 30 countries. Building on our 400-year tradition, St Mary's School, Cambridge belongs to an active international network of over 200 Mary Ward schools worldwide, presenting many exciting and innovative opportunities for its students.

There has been major investment in new facilities at the school over the past five years: a new Junior School; a new Sixth Form Centre; new provision of Art & Photography; the creation of our Science Hub and this year our new boarding facility, Mary Ward House. Longer term major projects are for the investment in sport both regarding our playing fields and development of a boat house with one of the city rowing clubs.

Cambridge is an outstanding place to live and work. As a University centre, the city has the cultural advantages of a much larger settlement but with a population of just 128,000 it is a safe, clean and attractive location. The city with has an international reputation owing to its world ranking University with which the school has multiple and growing links. As the heart of Silicon Fen, the school benefits from the digital and enterprise communities in the various high-tech science parks and enterprise hubs. Addenbrookes is a key teaching hospital and again the school has excellent links. We are within easy travelling distance of London (50 minutes by train) and 30 minutes from Stansted Airport.

Above all, St Mary's School, Cambridge is a very happy place. We have an excellent local reputation for being very friendly and nurturing and yet ambitious for the young women in our care enabling strong progress to next steps at university, the world of work or a GAP year. The staff are exceptionally dedicated, and a very close-knit community and our girls are genuinely delightful.

Subject Summary

Job	Teacher of Drama
Reporting	The Teacher of Drama is ultimately accountable to the Headmistress through the Deputy Head (academic), but day to day reporting will be to Ms Esther Roberts, Head of Drama
Key Relationships:	Head of Drama and Head of Music

Subject Summary

The Drama Department is a thriving, innovative and strong department at St Mary's School. Drama is taught in mixed ability sets and as a core subject in years 7 and 8, then as an optional subject in year 9. Our KS3 schemes focus on breadth in the exploration of theatrical styles, plays, historical theatrical forms, whilst developing students' devising and acting skills in preparation for the GCSE course. Students who have opted to study Drama in year 9 can then choose to continue to GCSE where the Edexcel specification is followed. At A Level, pupils continue to follow the Edexcel specification for Drama and Theatre Studies. Study of practitioners and texts is extended through theatre visits, workshops, and lectures and students benefit from small groups which allow them to explore and discuss their ideas as theatre making with others. In recent years, students have gone on to study Drama and English or related subjects at prestigious universities. This year we have a student taking an Acting degree at Bath University and another wishing to pursue a career in the opera, gaining a scholarship at the Birmingham Conservatoire.

The Drama department has a reputation of achieving the highest grades and students are encouraged to be inventive and analytical in their approach. Outside the curriculum, a large cohort of girls have additional Drama lessons, preparing for LAMDA examinations. This is another successful element of the department, with most girls achieving distinctions and merits under the brilliant teaching and guidance of Kate Weber, our full time LAMDA teacher.

St Mary's offers an exciting extra-curricular programme which includes a drama club as well as busy rehearsal schedules for upcoming productions. In conjunction with the Music department, a bi-annual musical is staged which typically involves a fifth of the school community whether as actors, musicians or in a backstage capacity. On alternate years, an upper school play is staged, with our younger students, at this time, embarking on our house competition 'The Witty and Wonderful Mary Ward' show. The summer play is an open-air production, often Shakespeare but not exclusively.

All productions and examination pieces are supported by our wonderful theatre manager and technician, Joe Nicholson. Joe is a key member of the department who is adept at building sets, creating innovative lighting and sound designs, as well as assisting with all technical aspects required by the Drama department.

St Mary's students are confident, energetic, talented and charming. The teaching and learning environment is stimulating and very fulfilling. This is an exciting opportunity for an enthusiastic and energetic teacher, keen to commit to the life of a busy and successful school, to develop the profile of Drama even further, make their mark and be a passionate advocate for the value of Drama in young people's lives. We are a very welcoming and kind department; members share a common ethos and the atmosphere is very positive, productive and supportive. Colleagues willingly share expertise and resources: happily discussing and exchanging ideas to develop our schemes of work to allow flexibility so that individual interests are incorporated within a structured course. The department is well-

equipped and resourced with two Drama studios which have lighting rigs, sound facilities, as well ICT facilities such as interactive white boards. We have been developing our online learning resources using Microsoft 365 and have use of online learning resources such as Digital TheatrePlus and ClickView.

We look forward to welcoming a new member to the team.

Esther Roberts
Head of Drama
September 2018

Teacher Job Description

KEY AREAS	PROFESSIONAL DUTIES AND RESPONSIBILITIES
Teaching	<p>To educate every girl to their full potential and to encourage a sense of community in the world -</p> <ul style="list-style-type: none"> • Planning and preparing courses and lessons • Teaching, according to the educational needs of each pupil • Setting and marking of work to be carried out by the pupil in school and elsewhere • Assessing, recording and reporting on the development, progress and attainment of pupils
Other Teaching Activities	<ul style="list-style-type: none"> • Promote the general progress and well-being of individual pupils and classes assigned • Take on a pastoral role usually as a Form Tutor or Tutor of an assigned group • Provide guidance and advice to pupils on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions; making relevant records and reports • Make records of and reports on the personal and social needs of pupils • Communicate and consult with parents • Communicate and co-operate with persons or bodies outside the school • Participate in meetings arranged for any of the purposes described above • Contribute to the extra-curricular life of the school • Accompany pupils on trips away from the school
Assessment and Reporting	<ul style="list-style-type: none"> • Provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils
Performance Management / Appraisal	<ul style="list-style-type: none"> • Participate in reviews and appraisal of your performance and that of other teachers
Review, induction, further training and development	<ul style="list-style-type: none"> • Participate in an induction programme • Periodically review your methods of teaching and programmes of work

	<ul style="list-style-type: none"> • Participate in arrangements for further training and professional development including those aimed at meeting the needs identified in performance objectives or in appraisal / review statements • Undertake such training as may be reasonably required by the school to enable you to adapt to the changing requirements of the school and your role, or as may be necessary to fulfil the school's statutory or regulatory obligations
Educational Method	<ul style="list-style-type: none"> • Advise and co-operate with the Headmistress and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements
Discipline, health and safety	<ul style="list-style-type: none"> • Maintain good order and discipline among the pupils and safeguard their health and safety both when they are on the school premises and when they are engaged in authorised school activities elsewhere
Staff Meetings	<ul style="list-style-type: none"> • Participate in INSET and meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements
Cover	<ul style="list-style-type: none"> • Teachers will be required to be available for cover as indicated on the reserve list but also at other non-contact times as the need arises
Examinations	<ul style="list-style-type: none"> • Participate in arrangements for preparing pupils for: • Examinations (internal and external), assessing pupils for the purposes of such examinations and recording and reporting such assessments • Assist with invigilation as required • Attend and assist with entrance exams day if necessary
Administration	<ul style="list-style-type: none"> • Participate in administrative and organisational tasks related to such duties as are described above, including the direction or supervision of persons providing support for the teachers in the school • Attend assemblies, registering the attendance of pupils and supervising pupils, whether these duties are to be performed before, during or after school sessions • Attend Open Mornings • Teachers will be required to carry out lunch supervision according to the rota
Other	<ul style="list-style-type: none"> • Other related duties as directed by the Headmistress, Senior Manager or Line Manager

Person Specification – Teacher of Drama

Specification	Essential
Qualifications	<ul style="list-style-type: none"> • Degree in Drama or related subject • PGCE or QTS
Personal qualities and abilities	<ul style="list-style-type: none"> • Commitment to academic excellence • Ability to work effectively in a team • Excellent organisational skills • High levels of personal and professional integrity • Enthusiasm and approachability • Good rapport with pupils, colleagues and parents • Confident use of ICT • Appropriate levels of personal presentation
Teaching and learning	<ul style="list-style-type: none"> • Evidence of excellent classroom practice which leads to learning for every student • Evidence of effective planning, teaching and class management • Evidence of directing and organising performance work • Ability to prepare and share teaching resources • Ability to motivate and inspire pupils • Commitment to creative and innovative approaches to teaching and learning • Commitment to development of appropriate schemes of work and resources • To encourage and support the full integration and use of ICT within lessons • Commitment to improving, monitoring and evaluating teaching and learning • Supervising Drama Club and/or 'Drop in' Surgeries
Philosophy and Ethos	<ul style="list-style-type: none"> • Commitment to the ethos of the school • High expectations for pupil attainment, personal development and conduct • An ability to communicate enthusiasm for Drama and to promote the subject throughout the school • Commitment to helping with extra-curricular performances, activities and curriculum enrichment including accompanying school trips • Commitment to best practice in pastoral support and student welfare

Applications

Closing date for applications: 9am on Monday 30 April 2018

Interview date: Wednesday 9 May 2018

We are all members of one community and must therefore endeavour, at all times, to maintain positive working relationships with all colleagues, treating others with the same level of professionalism, respect and politeness that we would wish for ourselves. In addition, you are required to work in pursuit of our core aim, which is to ensure every student's aspirations, capabilities, interests

and talents are recognised, nurtured and celebrated. We pride ourselves on our academic standards, extra-curricular provision and pastoral care. Your performance in this regard will be judged by your outcomes relating to work, attitudes and professional behaviours.

You are required not to undermine fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.

The school is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment. The five outcomes of the Every Child Matters Agenda are central to the way you carry out your responsibilities – these are developing students' awareness of:

- Be healthy
- Staying safe
- Enjoying and achieving
- Making a positive contribution
- Economic well-being

Child Welfare and Child Protection Issues

The interview for this post will include exploring issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people.
- Ability to form and maintain appropriate relationships with children and young people.
- Emotional resilience in working with challenging behaviours.
- Attitudes to the use of authority and maintaining discipline.

Any relevant issues arising from the take up of references will be discussed at interview.

The school is an equal opportunities employer. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. Successful applicants are subject to an Enhanced Disclosure and Barring Check.