



Bellerive FCJ  
Catholic College

Inspiring personal and academic excellence

**BELLERIVE FCJ CATHOLIC COLLEGE**  
**RECRUITMENT OF**  
**TEACHER OF MATHEMATICS**





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## Welcome from Headteacher

Dear Colleague

On behalf of all governors, students and staff at Bellerive FCJ, we are delighted at your interest in the position of Exams Officer. We hope that this application pack gives you an insight into our school and why we are justifiably proud of it and our school community.

Established in 1844, Bellerive became an Academy in 2012, and since then we have seen a variety of developments such as the new Sixth Form and Performing Arts Centre. More recently, in 2017, we opened a Science and Technology block and a new Sports Centre in 2018. We have provided a Catholic education for girls across the Liverpool area since 1844.

The college sits in a diverse area, next to 2 parks, only 10 minutes from Liverpool city centre.

We are a Catholic school and our Trustees are the Faithful Companion of Jesus (FCJ) Sisters. As such, we seek to nurture the spiritual development of every pupil, and we welcome students of all faiths and none. We value all achievement; academic, personal, social and cultural.

If you think that you are the type of person that we are looking for, I would be delighted to receive your application.

I look forward to meeting you.

**Brendan Hickey**  
Headteacher



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## About Bellerive FCJ Catholic College

***Gentleness, Hope, Dignity, Justice, Companionship and Excellence***

For over 170 years Bellerive FCJ has been educating girls in Liverpool. The FCJ values of gentleness, hope, dignity, justice, companionship and excellence, permeate everything we do, indeed this was commented by Ofsted that;

*“Staff and pupils practice the school’s values:  
excellence, companionship, dignity, justice, hope and gentleness”*

Our aim is to follow the vision of Marie Madeleine d’Houet, the foundress of the Faithful Companions of Jesus. She was a woman of inspiration and courage, constantly searching to do good for others. We strive to instill in our students a zest for life and a desire to use their talents and gifts in the service of others.

We are rated as a ‘Good’ school by Ofsted and Outstanding in the Section 48 inspection carried out by the Archdiocese of Liverpool. Since becoming an Academy in 2012, we have used the independence this has given us to further enhance the learning opportunities for our students.

We have a thriving Sixth Form, based in a state-of-the-art building overlooking Sefton Park.



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## Advert – Teacher of Mathematics

**REQUIRED FOR JANUARY 2023, OR AS SOON AS POSSIBLE THEREAFTER**

### Teacher of Mathematics

***Gentleness, hope, dignity, justice, companionship and excellence***

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Our aim is to follow the vision of Marie Madeleine d’Houet, the foundress of the Faithful Companions of Jesus. Marie Madeleine, was a woman of inspiration and courage, constantly searching to do good for others. We strive to instil in our students a zest for life, and a desire to use their talents and gifts in the service of others.

The Governors are seeking to appoint an ambitious **Teacher of Mathematics**. The successful candidate will teach across key stages and use a variety of methods and approaches (including differentiation) to match curricular objectives and the range of pupil needs, ensuring equal opportunity for all pupils, whilst demonstrating their enthusiasm for the subject. The post-holder will set high expectations for all pupils, to deepen their knowledge and understanding, maximising achievement in this subject and will contribute to the further development of the department.

We offer a broad and balanced curriculum, which aims to offer every pupil the opportunity to maximise their potential. Bellerive builds on past experiences to help all pupils and students to become successful learners and be responsible citizens. Students within KS4 follow a broad and balanced curriculum, which enables pathways appropriate to individuals and progression into our growing Sixth Form, university and the world of work.

We are rated as a ‘Good’ school by Ofsted (*October 2021*) and Outstanding in the Section 48 inspection carried out by the Archdiocese of Liverpool. Since becoming an Academy in 2012 we have used the independence this has given us to further enhance the learning opportunities for our students.

**Our school is committed to safeguarding children and promoting children’s welfare. The post is subject to all the relevant pre-employment checks set out in Keeping Children Safe in Education, including an enhanced DBS Certificate with a barred-list check and a medical screening questionnaire. This post is exempt from the Rehabilitation of Offenders Act 1974.**

The closing date for applications is **5.00pm on Monday 5<sup>th</sup> December 2022**

Further information, including detailed job description, person specification and application forms can be obtained by e-mailing your request to: [brennanc@bellerivefcj.org](mailto:brennanc@bellerivefcj.org) or visiting the Vacancies page on the school website: <http://www.bellerivefcj.org/vacancies>.

Completed applications should be returned to [brennanc@bellerivefcj.org](mailto:brennanc@bellerivefcj.org) and interviews will be held as soon as possible after the closing date.

Applicants who are not contacted may assume that they have not been successful but are thanked for their interest. Unfortunately, we are unable to provide feedback to unsuccessful applicants who are not called for an interview.



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## Job Description

### Teacher of Mathematics

The post-holder is responsible to the *Head of Mathematics*

*'Teach the children with all kindness and gentleness possible.'*

Marie Madeleine D'Houet (1781 – 1858)

*'Lessons are planned and delivered with professionalism. Teachers recognise that every student is unique. They strive to make decisions about teaching and learning that challenge students to uncover and develop their gifts. Rigorous enquiry, deep thinking, questioning and reflection are essential parts of that profound learning which is the foundation of life-long openness to education and the joy of learning. School life is enriched by a variety of extra-curricular activities that are intrinsically linked to our core values of justice, companionship and hope.'*

FCJ Education: Our Vision and Values (2013)

**Within the context of the FCJ Vision Statement and the School's Mission Statement and its aims and objectives, the post includes the following responsibilities:**

1. To exemplify and promote the six FCJ values of excellence, companionship, dignity, justice, hope and gentleness, to demonstrate the Teacher Standards and where appropriate the Standards for Staff on the Upper Pay Range.
2. To oversee the general academic, spiritual, personal and social development of pupils and Sixth Form students learning in the classes for which you are responsible and to ensure that they receive the support necessary to cope with the demands of the course. This work should be undertaken within the framework of our *FCJ Education: Our Vision and Values* booklet.

**GRADE: M/UPS**

**REPORTING TO: Head of Mathematics**

**MAIN JOB PURPOSE**

- To teach Mathematics
- In accordance with our Mission Statement and our FCJ values, to play an important role in the delivery of high quality teaching and learning opportunities for all pupils of Bellerive FCJ Catholic College

**CORE DUTIES**

Working with other teaching colleagues, all teachers are expected to:

- teach enthusiastically and to a high standard all assigned pupils, according to their educational needs and abilities
- monitor, assess and report on pupils in accordance with appropriate school policies.
- mark and record all marks from term work, test, course work and internal examinations. Pupils' marks, records etc. are kept for the duration of their time at the school.
- contribute to the continuous cycle of improvement of aims, objectives and policies in a given subject area, within the overall aims and policies of Bellerive FCJ Catholic College.
- assist in the development of syllabuses, materials and schemes of work within the subject area; and from time to time to review, with other colleagues, methods of teaching etc. to ensure implementation of any new requirements, maintenance of standards and new technologies.
- maintain to a high standard a stimulating learning environment, including wall displays, and to supervise the use and care of teaching rooms and resource areas.
- participate in and contribute to the general management of the school by promoting the ethos of an FCJ education and its values, as detailed in the school's aims and values, and the rules and guidelines.
- contribute, when appropriate, to discussions in department and in the whole school on aspects of school policy, curriculum and organisation.
- contribute - in accordance with personal interests and talents - to aspects of our extra-curricular provision.
- participate in relevant school events, such as Open Evenings, Options Evenings, Parents' Evenings etc.
- take part in the development and consolidation of cross-curricular developments and partnerships.
- set work, as far as possible, when pupils are absent.

- take part in, and lead trips and visits as necessary.
- carry out a number of assigned supervisory duties in accordance with school rota systems.
- perform all the duties expected of a Form Tutor when asked to undertake such a responsibility.
- adhere to and carry out all relevant aspects of the school's Health and Safety Policy.
- undertake, where appropriate, other roles, which may arise either in the department or in the wider school environment

#### **PASTORAL DUTIES:**

- be a Form Tutor to an assigned group of students
- promote the general progress and wellbeing of individual pupils and of the form tutor group as a whole
- liaise with the Year Heads and Head of Sixth Form to ensure implementation of the school's pastoral system
- register pupils, accompany them to assemblies, encourage their full attendance and their active participation in all aspects of school life
- contribute to the preparation of school reports and profiling of tutor group
- alert appropriate staff to any problems being experienced by pupils
- communicate as appropriate with parents of pupils and persons or organisations outside the school concerned with the welfare of the individual pupils after consultation with appropriate staff contribute to PSHE and citizenship through a weekly programme .
- Promote and safeguard the welfare of all children and young person's they are responsible for, or come into contact with, as per 'Keeping Children Safe in Education'.

#### **OTHER INFORMATION**

This Job Description sets out the major duties and other tasks associated with the stated purposes of the post. Other duties of a similar nature appropriate to the level of responsibility vested in the post and undertaken within the school are not excluded simply because they are not itemised.

The duties of the post could vary from time to time resulting from new legislation or changes in school policy or priorities, and in this case appropriate training may be given to enable the post holder to undertake the new or varied work.

### ***Professional Development & Benefits***

Our people are at the heart of our success. We have developed a strong culture of collaboration and best practice, with professional development and career planning at its centre.

We look for talented individuals who share our vision for creating exceptional places of learning and are committed to ensuring that every child in Bellerive has access to the best possible education.

### ***Safeguarding Notice***

Bellerive FCJ Catholic College and all our academies are committed to ensuring the highest levels of safeguarding and promoting the welfare of children, and we expect all our staff and volunteers to share in this commitment. All offers of employment are subject to an Enhanced and Barred DBS check, references, and where applicable, a prohibition from teaching check will be completed for all applicants. Before applying, please read the Notes to Applicants, within the application pack.

### ***Equal Opportunities***

Bellerive FCJ Catholic College is an equal opportunities employer and welcomes applications from all suitably qualified candidates.

As a provider of employment and education, we value the diversity of our staff and students, and all our staff are equally valued and respected. We are committed to providing a fair, equitable and mutually supportive learning and working environment for our students and staff.

The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade

**November 2022**





## Person Specification

**Bellerive FCJ Catholic College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to all the relevant pre-employment checks set out in Keeping Children Safe in Education.**

	<b>Essential</b>	<b>Desirable</b>	<b>Method of assessment</b>
	These are qualities without which the Applicant could not be appointed	These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>An appropriate honours degree in the subject</li> </ul>	<ul style="list-style-type: none"> <li>Qualified Teacher Status (current PGCE students will be considered)</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Classroom teaching experience within the secondary age range, with excellent subject knowledge up to A-Level standard</li> <li>Understanding of pupils' development</li> <li>Knowledge of effective teaching and learning strategies across the age and ability range</li> <li>Experience of the application of ICT within Teaching and Learning</li> </ul>	<ul style="list-style-type: none"> <li>Experience and/or knowledge of A level specifications</li> <li>Proven record of securing good public examination results up to and including A level</li> <li>Experience of developing schemes of work and resources</li> </ul>	<ul style="list-style-type: none"> <li>Letter of application</li> <li>Application form</li> <li>References</li> <li>Interview</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>Excellent oral and written communication skills.</li> <li>Effective classroom management skills</li> <li>High level of ICT skills</li> </ul>		<ul style="list-style-type: none"> <li>References</li> <li>Interview</li> <li>Application form/ letter</li> </ul>

<p><b>Personal competencies and qualities</b></p>	<ul style="list-style-type: none"> <li>• Commitment, enthusiasm and integrity</li> <li>• The ability to work as part of a team</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> <li>• Ability to prioritise time effectively and plan ahead</li> <li>• Flexibility and the willingness to learn</li> <li>• A willingness to be involved in the wider life of the school</li> <li>• To be fully sympathetic with the aims of a Catholic school. Bellerive FCJ provides a holistic education, which is firmly rooted in the teachings of the Catholic Church and the values and vision of an FCJ education</li> </ul>		<ul style="list-style-type: none"> <li>• Application form/ letter</li> <li>• Interview</li> <li>• References</li> </ul>
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## Applying for the role

If you have any questions about the role or would like a confidential and informal chat, please do not hesitate to get in touch by calling Mrs C Brennan, on 0151 727 2064, or by emailing [brennanc@bellerivefcj.org](mailto:brennanc@bellerivefcj.org).

The closing date for applications is **5.00pm on Monday 5<sup>th</sup> December 2022**

It is expected that interviews will take place week beginning Monday 12<sup>th</sup> December 2022

We ask that all completed application and monitoring forms, together with your supporting statement of no more than 1500 words, are sent by email in the first instance to [brennanc@bellerivefcj.org](mailto:brennanc@bellerivefcj.org).

Please ensure that within your application you provide the names, addresses and contact details for two referees, one of whom should be your current or most recent employer.

All applications will be acknowledged within 24 hours – should you not receive a confirmation please call Mrs Brennan on 0151 727 2064.

Applicants who are not contacted after shortlisting has taken place may assume that they have not been successful but are thanked for their interest. Unfortunately, we are unable to provide feedback to unsuccessful applicants who are not called for an interview.

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