

## **PSHE education Subject Specialist (secondary)**

### Job Description and Person Specification

#### **Background**

*The PSHE Association is the national body for personal, social, health and economic (PSHE) education. We are keen to recruit a dynamic, passionate practising or former secondary teacher to join our team of Subject Specialists, working to support our growing community of members across the country.*

*Whilst we are keen to recruit someone who can join us in January, we recognise this would not be possible for serving teachers, so we would also consider a starting date of either after February half term or after Easter 2022, depending on individual notice periods.*

This is a fantastic opportunity for those with a teaching background and a love of PSHE education, who are excited by: supporting teachers and schools; creating engaging classroom resources; providing high quality training, advice and guidance; and raising the quality and profile of the subject nationally.

This is a particularly interesting time to join us considering the recent introduction of statutory Relationships and Sex Education (RSE) and Health Education and the continued growth of our community. PSHE education is also increasingly recognised as an important part of addressing issues of concern such as sexual harassment and abuse, young people's mental and physical health, economic wellbeing and adjusting to life after lockdown.

We welcome applications from practising and former teachers with a background in leadership and management of PSHE education, but would also consider those with some experience of teaching PSHE, plus skills in writing, designing materials and/or training.

Following comprehensive induction training and support, the successful applicant will:

- Be an ambassador for the PSHE Association, upholding the principles and practice on which the charity is founded.
- Develop engaging, high quality PSHE Association teaching resources and guidance material.
- Work with partner organisations – including government bodies, national charities and corporates — to create teaching resources to support various aspects of the PSHE education curriculum.
- Design and deliver face to face and online training courses which inspire, engage, and inform — including small group CPD workshops for members and sessions for larger numbers in regional or local authority seminars and at national conferences.
- Review resources developed by other organisations against best practice principles, providing guidance where necessary to help the resources meet our quality assurance criteria.
- Respond to member queries on various aspects of PSHE education by phone and email.
- Provide bespoke support to schools and partner organisations.
- Contribute to the strategic direction of the organisation and the subject, including the services we offer, the products we provide and our national profile.

#### **Eligibility Requirements**

##### **Essential**

- Interest in and passion for PSHE education
- Qualified Teacher Status
- Experience of teaching PSHE education at secondary level

- Experience of writing or adapting secondary teaching resources such as lesson plans and schemes of work
- Awareness of the policy landscape and broader picture of PSHE education in schools

#### Desirable

- Experience of leading, managing and developing PSHE education at school level
- Experience of providing high quality in-service training or coaching for colleagues, even if in an informal capacity

#### Person specification

We are looking for an enthusiastic, highly motivated person who:

- Has a passion for PSHE education, including a strong understanding of current educational agendas and challenges and their impact on PSHE education in schools
- Can produce accurately and well-written, relevant, engaging and creative teaching resources
- Builds strong relationships and can develop rapport with colleagues, members and clients
- Has highly effective communication skills, including:
  - good interpersonal skills
  - an engaging yet professional manner and a confident approach to working with teachers and schools
  - the ability to communicate in writing to a high standard
- Has the ability to both work independently and play an active role as a member of a team, confidently responding to challenges with practical strategies and creative ideas
- Learns continuously and develops by:
  - seeking feedback and constructive criticism from others
  - identifying and pursuing opportunities to learn
  - reflecting on their own practice, learning from mistakes and acting on feedback
- Understands the challenges and opportunities that young people face growing up in modern Britain and recognises how PSHE education can help pupils to stay healthy and safe and prepare them for future employability
- Is technologically literate

**We are an equal opportunities employer: we actively encourage people from a varied range of backgrounds to join us and positively impact our team and working practice. We are particularly keen to receive applications from people of colour and disabled people, who are currently underrepresented in our team. Please note on your application if you have requirements for the interview(s).**

#### Salary scale

The full-time equivalent salary range for Subject Specialists is in the region of **£38,000 - £50,000** p.a. (depending on experience).

#### Terms and conditions

- This post is offered on a full or part time basis, either working from home with some requirement to come into our offices in London, or office-based at our offices with the option of working from home at times, by agreement.
- We aim to be as flexible as possible but will require a minimum of 3 days per week from part-time staff.
- The contract is permanent, following a six-month probationary period.
- Applicants must be willing to travel and stay overnight occasionally when required.

- Holiday entitlement is 25 days (pro rata for part time staff).
- Applicants will be eligible to join the PSHE Association workplace pension scheme.

### **To Apply**

To apply, please provide a CV listing your academic and employment history and key achievements, along with a covering letter setting out why you are applying for this role and how your skills and experience match the attributes set out in the job description and person specification.

Please send to [enquiries@pshe-association.org.uk](mailto:enquiries@pshe-association.org.uk) by **9am on Monday 18<sup>th</sup> October 2021** with the subject line 'Application for Subject Specialist role'.

Interviews will be held at our Head Office in London on **15<sup>th</sup>, 16<sup>th</sup>, or 18<sup>th</sup> November 2021**, with possible second interviews on **24<sup>th</sup> November 2021**.

If you would like to discuss this role, please contact [sue@pshe-association.org.uk](mailto:sue@pshe-association.org.uk)