PSHE education subject specialist (primary or secondary)
Job Description and Person Specification

Background

The PSHE Association is keen to recruit dynamic, passionate teachers to join our team of subject specialists, working to support our growing community of members across the country. This is an opportunity for those with a teaching background and a love of PSHE education, who are excited by supporting teachers, creating engaging classroom resources, and providing high quality training, advice and guidance.

We would welcome applications from practising and former teachers with some experience of teaching PSHE, as well as those with a background in leadership and management of the subject.

As a PSHE Association subject specialist, after initial induction support you will have the following key roles:

• Be an ambassador for the PSHE Association upholding the principles and practice on which the charity is founded
• Work with partner organisations to develop resources and training
• Respond to member queries regarding all aspects of PSHE education by phone and email
• Provide bespoke support to schools and partner organisations

In addition, your role will encompass some or all of the following:

• Developing and producing high-quality teaching resources and guidance material for use by PSHE practitioners to help them lead and manage PSHE in school settings, including policy documents, exemplar schemes of work and lesson plans
• Developing and delivering PSHE education training courses which inspire, engage and inform, including small group CPD workshops for members and sessions for larger numbers of teachers in regional or local authority seminars and at national conferences
• Reviewing resources developed by other organisations against best practice principles; providing guidance where necessary to enable the resources to be further developed in order to meet our quality assurance criteria.

Eligibility Requirements

Essential

• Interest in and passion for PSHE education
• Qualified Teacher Status
• Experience of teaching PSHE education at either primary or secondary level
• Experience of developing and producing high quality teaching resources, including lesson plans and schemes of work
• Awareness of the broader picture of PSHE education in schools, including statutory changes

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
  - Confidently responding to challenges with practical strategies and creative ideas
- **Can produce well-written, relevant, engaging and creative teaching resources**
- **Builds strong relationships and can develop rapport with colleagues, members and clients**
- **Has the ability to both work independently and play an active role as a member of a team**
- **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
- **Has highly effective communication skills, including** good interpersonal skills, an engaging yet professional manner and a confident approach to working with teachers and schools
- **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**

Salary scale

The full time equivalent salary range for subject specialists is in the region of £35,000-£48,000 p.a. (depending on experience).

Terms and conditions

- This post is offered on a full or part time basis, either home-working with some requirement to come into our offices in London, or office-based at our offices in Borough with the option of working from home at times, by agreement.
- The contract will be for one year initially, with potential for extension following review at the end of year.
- **We aim to be as flexible as possible but will require a minimum of 3 days per week from part-time staff.**
- 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, whether your specialism is in primary or secondary teaching 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 by 9am on Tuesday 23rd April 2019 with the subject line ‘Application for Subject Specialist role’.
Interviews will be held at our Head Office in London on Wednesday 8th or Thursday 9th May, with possible second interviews on Thursday 16th or Friday 17th May 2019. We hope that the successful applicant will come into post as soon as possible but understand many applicants will have notice periods to serve if they accept a post with us.

If you would like to discuss this role, please contact sue@pshe-association.org.uk

We are an equal opportunities employer and welcome applications from all suitably qualified people. Please note on your application if you have requirements for the interview(s).