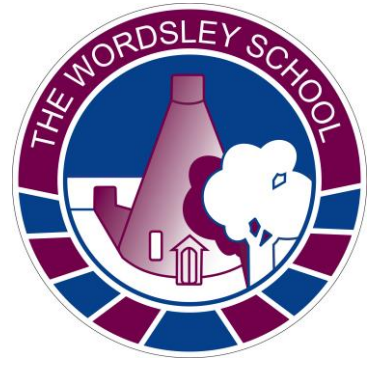


REWARDS AND RECOGNITION LEADER



APPLICATION PACK



BELIEVE · ACHIEVE · INSPIRE

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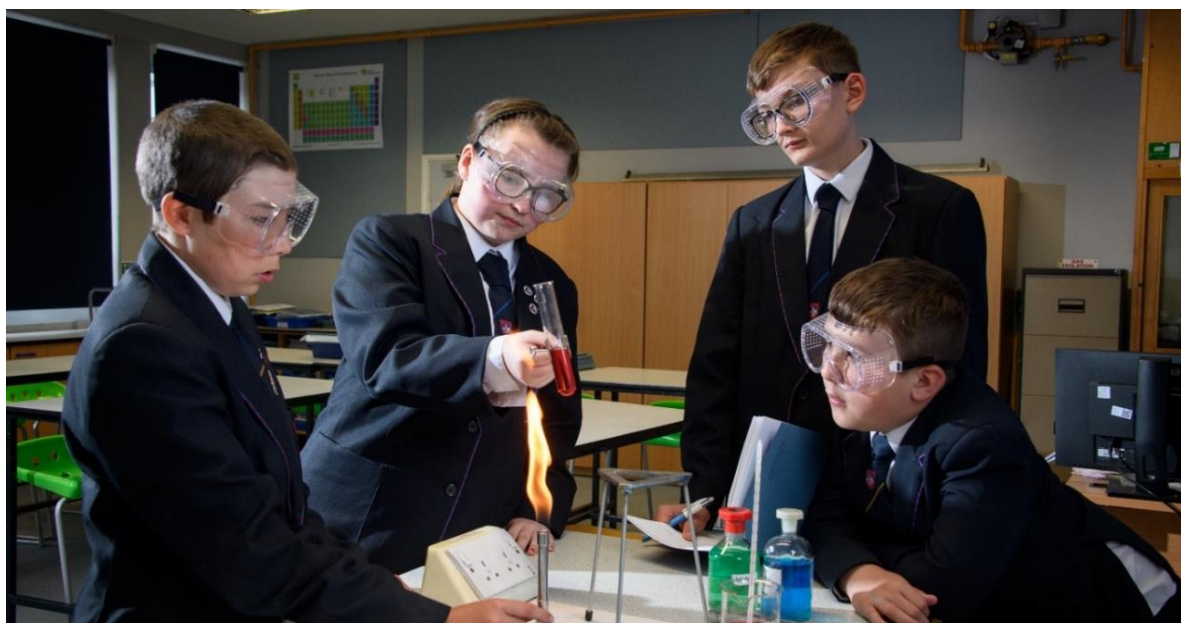
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Welcome

Thank you for your interest in this post. Choosing the right school in which to work is a big decision, especially in the current educational climate. I believe that The Wordsley School provides a fantastic location for the right person to continue to grow as a teacher. The aim of this application pack is to tell you a little about our school and hopefully inform your decision to apply.

The Wordsley School is a great place to work. People make schools, and at Wordsley, we have great ones. We want staff who really care about their students and each other, always going the extra mile. We all enter the teaching profession to make a difference to young people and share our love of subjects with them.

Too often it is the pupils that do everything right that are ignored in schools. This role is designed to address just that. I want pupils to love school and be recognised. By tipping the balance towards positivity and praise, we can then improve the culture of the school.



Wordsley is a true 'community' school. As a group of over 60 teachers and 50 additional non-teaching staff, every single adult in the school has a critical part to play. We are a team in the true sense of the word. We don't expect perfection from our staff, just that they do their best and keep trying to get better. What we want more than anything is someone who cares for our young people and will do what they can to help them to be successful.

The role itself will involve coordinating our long established House system, including competitions and events. It will also involve designing and delivering ways to reward and celebrate our pupils.

Whilst this role is open to all teachers, I would be particularly interested to hear from anyone with a specialism in PE, Performing Arts or Science.

I strongly encourage you to take the opportunity to come and visit the school prior to submitting an application and to meet with me; the application window has deliberately been constructed to allow sufficient flexibility for prospective candidates to do this. If you would like to arrange a visit, please contact Rachel Potter (PA to the Headteacher) by email (rpotter@wordsley.dudley.sch.uk) or telephone (01384 816015) to make an appointment. In addition to this, a wealth of information about our school can be found on our website.

Beyond this, if you would like to apply for the post, please do so by applying at <https://www.wmjobs.co.uk> Your supporting statement should be a maximum of two sides of A4 and should outline how you feel your experience, skills and attributes will enable you to make a significant impact in the advertised post. **The deadline for applications is 3pm Wednesday 8th May 2024.**

I look forward to hearing from you.

Ashley Weatherhogg
Headteacher

Mission, vision, values and motto

A school is defined by its culture and ethos – ‘the way things happen’. At The Wordsley School our culture and ethos is our unique selling point and together we strive to fulfil our mission, with a clear vision, motto and five key values that underpin our daily work.

OUR MISSION

To provide an outstanding and enjoyable educational experience for everyone in our Wordsley community

OUR VISION

We promote high levels of aspiration and achievement, and support each other to be the best we can be

OUR VALUES



CURIOSITY: we have enquiring minds and are keen to learn



INTEGRITY: we are honest and have strong moral principles



KINDNESS: we are friendly and considerate of each other



RESILIENCE: we respond well to challenge and are keen to improve



RESPECT: we have an appreciation and awareness of others

OUR MOTTO

BELIEVE · ACHIEVE · INSPIRE

Staff Benefits

Every school is unique and ours is no exception. One of our unique selling points is the relatively high average length of service of our staff, and relatively low rate of staff turnover. Neither of these are by chance and are the product of staff feeling trusted, empowered and recognised for leading the roles they do. Below is a list of just some of the 'pull factors' that contribute to making our school a great place to work:



- An ipad to use in school and at home, to enable seamless remote working, using cloud-based technology.
- Complimentary staff breakfast every Friday at 8:00am – a great way to catch up and connect with colleagues at the end of a week.
- Complimentary use of the school sports facilities, including gymnasium, swimming pool and fitness equipment.
- Comprehensive range of staff social events throughout the year.
- Contribution to and from our Staff Wellbeing Group, who meet six times per year.
- Engagement in our optional 'Leadership Development Programme'.
- A maximum of one staff meeting per week, with a cut-off of time of 4:20pm – without fail!
- Generous allocation of directed time. Teaching staff have more than the allotted PPA and we as a school adhere to 1265 hours.
- Outstanding, tailored CPD as part of our instructional coaching programme.
- Third lowest pupil to teacher ratio (average of 15.6 pupils per teacher) in all Dudley secondary schools.
- Support in completing relevant external leadership development programmes.

Job Description

Post title: Rewards and Recognition Leader
Responsible to: Assistant Headteacher (Personal Development)
Salary: TLR 2b

Section A: Purpose:

The Rewards and Recognition Leader will coordinate the school's rewards system, with the aim of developing a praise and recognition culture within school. This will include:

- Plan and coordinate the school's House system, including a calendar of events and competitions.
- Working with the Assistant Headteacher (Personal Development) to design and implement a new rewards system.
- Coordinating house points and associated rewards.
- Lead House celebration assemblies and other events, aimed at praising and rewarding the pupils who meet and exceed our expectations.
- Plan rewards trips and experiences for pupils.

Section B: Key responsibilities

- Embody the Mission, Vision and Values of the school
- To plan the house events calendar, coordinate such events and ensure that they are successful.
- To support and promote the culture and ethos of the school; setting high standards for uniform, punctuality, attendance, engagement in learning and general school life.
- To liaise with other staff in school who are directly involved in praising and rewarding pupils, including teachers, pastoral, admin and SLT.
- Contribute to the engaging and inspiring range of assemblies, which offer opportunities to praise and reward pupils.
- Specifically coordinate and manage house points on Class Charts, ensuring that the points lead to meaningful rewards.
- Celebrate the achievement, attendance, behaviour and Attitude to Learning of all pupils, using the school rewards system.
- Seek to develop positive working relationships with pupils and parents.
- Promote excellent attendance and punctuality, ensuring this is rewarded appropriately.
- To praise and reward academic progress and success.
- To ensure that success and rewards is shared with parents and the wider community.
- To take responsibility for the school's social media pages and the house section of the website.

Additional duties

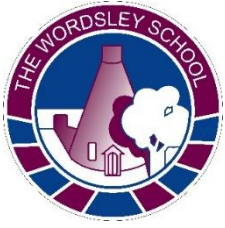
The duties in this job description may be modified by the Headteacher, in consultation with the postholder, to reflect or anticipate changes in the job, commensurate with the salary and job title.

Person Specification

Qualifications, professional development and knowledge	Essential (E) Desirable (D)	Application (A) Interview (I) Reference (R)
Qualified teacher status.	E	A
Educated to degree level.	E	A
Ability to teach at a consistently high level, evidenced by pupils' academic outcomes over time.	E	A/R
A willingness to keep abreast of relevant educational research and pedagogical development.	E	I
Evidence of relevant professional development	D	A

Professional experience	Essential (E) Desirable (D)	Application (A) Interview (I) Reference (R)
Evidence of positive impact over time, in a relevant role, within the past three years.	E	A/I/R
Experience as a successful form tutor	E	A/I/R
Knowledge of or effectively working with stakeholders to support students e.g. parents, colleagues etc.	E	A/I/R
Experience of extra-curricular activities, visits and/or other relevant experience of offering opportunities to pupils.	E	A/I/R
Experience of working with Class Charts and social media savvy.	D	A/I/R
Experience of praising and reward students, in order to motivate them to improve and succeed.	E	A/I/R
Working with external agencies to support students.	D	A/I/R

Traits and competencies	Essential (E) Desirable (D)	Application (A) Interview (I) Reference (R)
Outstanding oral communicator.	E	I
Written communications are appropriate for the intended audience, grammatically correct and showcase high levels of written literacy.	E	A/I/R
Confidently communicate with audiences of varying sizes, articulating content with passion and clarity.	E	I/R
ICT and social media literate.	E	I/R
Demonstrate dynamism and creativity in solving problems.	E	A/I/R
Motivate and inspire individual colleagues and teams.	E	I
A 'self-starter' with the ability to prioritise effectively and meet deadlines	E	I/R
Outstanding levels of emotional intelligence and self-awareness.	E	I
Someone who: <ul style="list-style-type: none"> • is reflective, with high levels of personal resilience and able to accept constructive feedback from others in order to further improve performance. • Cares about pupils and the school. • thrives on challenge, with the necessary drive and determination to get a job done. 	E	I



The Wordsley School



The Wordsley School
Brierley Hill Road
Near Stourbridge
West Midlands
DY8 5SP
(01384) 816015

rpotter@wordsley.dudley.sch.uk
www.wordsleyschool.co.uk