

## We are looking for a full-time Upper/Middle School Teacher for Sep 2018

Salary £25,000 **Apply now**

Cardiff Steiner School are looking for an experienced Steiner Waldorf Teacher to join our pioneering team, at an exciting time in the growth and development of this diverse and confident, young school. The role would suit an Upper School Teacher able to teach Classes 7 to 12 and carry maths and a specialist science subject through to Level 3. You will co-develop our Upper School, working with the Certificate of Steiner Education (NZCSE). It's a unique opportunity to help shape, not only our Upper School, but also the lives of young people, free from the pressure of GCSE and A level curricula and examinations.



*Cardiff Steiner School is committed to safeguarding children and young people, we expect all applicants to uphold this. All candidates must have suitability to work with children, and post holders are subject to a satisfactory enhanced Disclosure Barring Service check.*

### About us

Set in Wales' capital city, the School will have students, in September 2018, from Kindergarten to Class 10, with the school growing with our oldest students up to Class 12 by 2020. You'll join us on an exciting stage of our journey. Founded in 1997, we opened our first classes in 2012, built upon the firm foundations of 15 years as a successful Kindergarten. From strong roots we've quickly grown, and opened our Upper School for age 14 to 18/19 in September 2017, under the leadership of experienced Upper School Teacher, Ian Powell.

**We are offering the Certificate of Steiner Education (NZCSE) - the first trans-national, secondary school qualification to be fully based on the Steiner curriculum. It is a valid, alternative secondary school qualification that allows students to progress to further/higher education, free from the pressure of GCSE and A level curricula and examinations.**

The NZCSE It is being offered in four of the nine UK Steiner Schools that currently go/are going up to Class 12. With a further School planning to open its Upper School in 2019 with the NZCSE, it will be the most widely offered qualification in UK Steiner Schools that offer a full K-Class 12 Steiner Waldorf education.

We are a pioneering bunch with an irrepressible spirit who enjoy rising to the challenges and celebrating the joys that a young School brings. Our internationally diverse teaching team includes subject teachers in Bothmer, Music, Handwork, Woodwork, Spanish, Games, as well as a team of specialist Upper School Teachers. We are a UK Steiner Waldorf School Fellowship Associate School, and are fully independent.

We offer a collaborative and supportive environment where colleagues are valued and nurtured. You'll be part of an experienced and diverse team of 25 teaching staff, with a warm heart and strong community spirit. Supported by full time Administration, an active board of Trustees, and a supportive, engaged parent body - you'll enjoy an exciting balance of fresh practices and new ideas combined with wisdom, experience and dedication. You'll benefit from a supportive professional development programme of mentoring, peer observation and training in delivery of the NZCSE.

We operate a two-year combined class system and you will have the advice and support of teachers experienced in working with the pedagogical needs of combined classes

We offer a tiered Staff Fees Discount Scheme with up to 85% off school fees for children of staff members, depending on family income. We have staff with property expertise who can help you find and secure suitable accommodation to rent or buy.

Please visit our website at [www.cardiffsteiner.org.uk](http://www.cardiffsteiner.org.uk) to learn more about the School.

## **About the role**

### **Upper/Middle School Teacher**

In September 2018 the School will have Classes 1/2, 3/4, 5/6, 7/8, and 9/10, our pioneer Upper School Class starting their Level 1 NZCSE. You will be teaching Maths and Science Main Lessons, plus weekly Maths subject lessons, to our Classes 7/8 and 9/10 from September 2018, and Classes 8/9 and 10/11 from September 2019, before moving fully into Upper School. As a key player in the expansion of the School, you will work as part of our team of specialist Upper School Teachers and co-develop our Upper School with our full time Upper School Lead/ Humanities Teacher, Ian Powell.

You'll be an experienced Waldorf Teacher, able to carry maths and a specialist science subject through to Level 3, work with differentiated learning and assess in a number of creative ways. You'll have a successful track record of designing and delivering inspiring lessons to teenagers, have a genuine love for teaching this age group and the ability to relate to and support them. With excellent subject knowledge, you'll be educated in your specialist area to degree level, or be able to demonstrate a high level of competence through experience of teaching to this age group/level.

## **About Cardiff**

Cardiff, Wales' capital city, is situated on the beautiful coastline of South Wales, and within easy reach of most places in the UK (we're just two hours from London by rail). Residents enjoy all the benefits of a cosmopolitan capital city (prominent universities, a large teaching hospital, a world-class opera company and thriving arts community) combined with a small-town friendliness, and a cost of living significantly lower than other parts of the UK -and we're surrounded by some of the most stunning countryside, coastline and beaches in the UK. Read more about Cardiff in our [Welcome to Cardiff Guide](#).



We have staff with property expertise who can help you find and secure suitable accommodation to rent or buy. The average price range of renting a 1-2 Bedroom Flat is £550-£650pcm, and a 3 bedroom house is £800-£1,000pcm. Cardiff has a lively rental market with options from city, suburban, rural and semi-rural properties all within a 40 minute drive time of the School.

## **How to apply**

You are very welcome to contact us to discuss the post by calling Miranda Knight on 029 2056 7986 [ask@cardiffsteiner.org.uk](mailto:ask@cardiffsteiner.org.uk)

Please take a look at the Job Description and Person Specification, and **complete and return the Application Form and Equality of Opportunity Questionnaire to:**

Miranda Knight, Cardiff Steiner School, Hawthorn Road West, Llandaff North, Cardiff CF14 2FL  
[ask@cardiffsteiner.org.uk](mailto:ask@cardiffsteiner.org.uk) (029) 2056 7986

**The recruitment process will involve an interview and observed teaching practice.**

## **Come and Visit Us**

If you are thinking about applying, but would like to find out more about us first, you are warmly invited to come and visit us. We'd love to meet you. Just contact us to arrange a time.

**See Person Specification and Job Description Below**



## Upper/Middle School Teacher

### Person specification

The following skills, abilities and experience are required for the posts.

#### Essential

- Proven experience as an upper school teacher, ideally with good working knowledge of the Steiner Waldorf approach
- The ability to teach Classes 7 to 12 and carry maths and a specialist science subject through to Level 3
- A successful track record of designing and delivering inspiring lessons to teenagers, ideally in a Steiner Waldorf School, or equivalent appropriate experience
- Excellent subject knowledge
- Educated in relevant teaching subject/s ideally to degree level, or be able to demonstrate a high level of competence through experience of teaching to this age group/level
- A committed individual with a real interest in Steiner-Waldorf education who supports the School's ethos and approach to education
- The skills and passion to work creatively with students to support their educational and personal development
- A genuine love for teaching and working with adolescents, and an ability to relate to and inspire them
- Excellent planning and assessment skills (in order to support pupils to achieve their best potential, and to facilitate them meeting assessment standards in the Certificate of Steiner Education)
- An ability to maintain good discipline and behaviour with a consistent, firm but caring approach
- An ability to communicate and cooperate well with colleagues and parents
- An ability to work in a small, close knit team, and willingness to work with colleagues in the continued development of the School and the curriculum
- Self-motivation and an appreciation and enjoyment of rising to the challenges of developing a young school
- Excellent written and verbal communication skills
- A flexible, positive approach to work and the ability to work under pressure
- A sense of humour
- A track record of being punctual and reliable
- Suitability to work with children and willingness to undertake an Enhanced DBS disclosure
- Candidates from abroad will be asked to provide criminal records clearance from countries of residence, as well as evidence of eligibility to work in the UK. Candidates must have the right to work in the UK prior to application.

#### Desirable

- Experience of Middle School Class Teaching in a Steiner School
- Experience of working with the Certificate of Steiner Education (NZCSE)
- Basic knowledge of Health & Safety
- Practical/artistic skills

# Upper/Middle School Teacher

## Job Description

**Responsible to:** The position is accountable through the College to the Board of Trustees. The position reports to and is supported in day-to-day matters by the Upper School Education Coordinator, and works as part of the whole school faculty.

Upper School Teachers are part of a team of teachers carrying responsibility for the Upper School and children from Class 8/9 to the end of Class 12 (13). For the first year this post will also work with Class 7/8 as they approach Upper School. The post will have associated pastoral care duties, and includes Class Guardian duties for Class 7/8 up until Class 12/13 - liaising with parents and supporting pupils with their day-to-day schedules and support issues.

## Duties:

### Teaching and other areas

1. To bring or develop a secure understanding of the Steiner curriculum, teaching method and the pedagogical principles that underpin them, and to renew and further this through study, on-going reflection and discussion of classroom practice.  
*We have teachers experienced and able to offer advice and support in working with the Steiner Waldorf curriculum, and can offer opportunities for mentoring and observation both at Cardiff and other Steiner schools.*
2. To nurture the healthy development of the children's physical, social, emotional and cognitive skills, in a way which is appropriate to their age, and which enables all pupils to recognise and achieve their potential, and to facilitate them meeting assessment standards in the Certificate of Steiner Education (NZCSE).
3. Co-developing our Upper School, liaising with the Upper School Development Teacher, other Upper School Teachers and colleagues to deliver a coordinated approach to curriculum and individualised learning.
4. To teach:
  - a. Main lesson for relevant subject areas in Upper School, and to Class 7/8 in the first year
  - b. Additional/Subject Lessons as appropriate to the post holder's skills
  - c. The post will move to mainly teach in the Upper School but may also have some duties teaching older children in Middle School, and/or supporting Middle School teachers in the delivery of lessons within the post holder's subject areas.
5. To take overall responsibility for lessons taught including:
  - Maintaining good discipline and creating a harmonious learning environment where pupils feel safe, happy and can learn effectively
  - Ensuring good work and study habits are developed
  - Using effective assessment and recording systems to identify pupils' progress and learning needs, and use this to support teaching and planning, in accordance with School policies and the requirements of the Certificate of Steiner Education (NZCSE)
  - Ensuring the curriculum is appropriate for all pupils with effective differentiation

- Preparing and planning your teaching to ensure effective delivery of the curriculum in accordance with statutory and school requirements
  - Planning the delivery of the curriculum so that appropriate evidence can be collected and marked, and the requirements of the NZCSE be fully met
  - Keeping appropriate records, plans, pupil files and reports, in accordance with statutory and School requirements
  - Ensuring that appropriate study materials are available in good time and that homework, when given, is marked and timely feedback provided.
  - Organising and supervising classes' participation in relevant trips, festivals and other activities as required
  - Managing the classroom and any subject specific learning environment to a high standard of safety, cleanliness and aesthetics
  - Organising/developing materials and resources for lesson use and liaising with those responsible for purchase, keeping within an agreed budget
6. The post will have associated pastoral care duties, and include Class Guardian duties for Class 7/8 up until Class 12/13 - liaising with parents and supporting pupils with their day-to-day schedules and support issues.
  7. Liaising with other agencies and professionals where necessary
  8. Liaising with parents Liaising with parents on students' progress as required , and sharing responsibility for holding regular whole class parents' evenings (once per term), individual consultation sessions
  9. Working effectively with teaching and support staff, School Management Team and the Administrative Team
  10. To contribute to whole-school activities and school development as required
  11. Participating in the admissions process for new pupils
  12. To review and reflect on your own teaching practice and take part in the School's Teaching Development programme (observation, mentoring etc.) and take part in the appraisal of your own work performance and assist in the appraisal of colleagues
  13. To undertake appropriate preparation, study and training as necessary both for the effective delivery of the curriculum and to advance the school's ethos, principles and objectives; including participating in planned work, study, Inset and staff development days, which may be during school holidays or weekends as required
  14. To attend Teachers' meetings and other meetings as required
  15. To take part in School open days/events
  16. To be a good advocate of Cardiff Steiner School at all times in your professional capacity as a member of staff
  17. To participate in providing shared cover for break time and cover for absent colleagues
  18. To support the School's ethos, principles and objectives
  19. To develop an understanding of, and work within, the School's compliance and legal obligations, including Estyn and the Steiner Waldorf Schools Fellowship
  20. To be aware of and operate within the School's policies and procedures and to support their implementation including Child Protection, Equal Opportunities and Health and Safety policies.
  21. To uphold the School's commitment to safeguarding and promoting the wellbeing of children and young people
  22. To be a good advocate of Cardiff Steiner School at all times in your professional capacity as a member of staff.
  23. Any other duties reasonably requested by the school. The job description is current but liable to variation to reflect or anticipate changes in the requirements of the post