

Hills Road Sixth Form College

Appointment of: Teacher of English and/or Media Studies (with possibility of Second in Department)

Location: Cambridge



Shape
the
future



Hills Road
Sixth Form College
Cambridge

Welcome from the Principal and CEO Designate



Thank you for your interest in Hills Road Sixth Form College and in this post. I hope that the information in this booklet will help you to decide whether this role and our college might be the right next step for you. I sincerely hope it is!

As I prepare to take up the role of Principal in September, this marks an important moment in the College's continuing journey. Hills Road enjoys a strong national reputation and has led Sixth Form College performance tables for many years. But we are not complacent. In an ever-changing world, excellence is a moving target and we are ambitious - for our students, for our staff and for the future of post-16 education. We respond thoughtfully, continually reflecting and evolving to ensure that what we offer remains exceptional.

Working in a Sixth Form College brings distinctive rewards, not least the privilege of engaging with bright young minds who challenge, question and inspire. It is an intellectually rigorous environment grounded in collaboration and shared purpose. Everyone here has a role to play in helping every young person who comes through our doors to realise their potential – sometimes in ways they may never previously have been able to imagine.

I am fortunate enough to know first-hand the transformative impact that Hills Road has on our students and, as a former student, I am deeply committed to ensuring that it continues to flourish as a centre of academic excellence where kindness and integrity remain at the heart of everything we do.

We recognise that staff wellbeing is fundamental to student success and we pride ourselves on being consultative. In response to colleague feedback, we have introduced a two-week October half term and redesigned professional development. Staff consistently speak of the strength of our community. Our core values – Diversity, Kindness, Integrity, Respect, Community and Excellence – are not slogans, but lived commitments that shape how we work, how we lead and how we support one another. Hills Road is ambitious, yet humane; high-performing, yet deeply caring.

I hope I have been able to give you a flavour of Hills Road. If you would welcome an informal conversation about the role or about the College more broadly, we would be delighted to hear from you.

Finally, thank you for considering our college and for the commitment that an application entails. Whatever the outcome, I wish you every success in your future career.

With very best wishes,
Ali Kirkman
(Vice Principal – Staff and Student Learning)

Teacher of English and/or Media Studies (with possibility of Second in Department)

Permanent, full-time

From £33,465 to £51,714 FTE, depending on qualifications and experience (or up to £56,709 for Second in Department)

Hills Road Sixth Form College is looking for an innovative and inspirational teacher of English and/or Media who is eager to make a meaningful contribution to a highly successful teaching team. The role of 2nd in Department would also potentially be available for the right candidate. We are looking for a specialist in English and/or Media Studies. Come and help us shape the future!

Recently rated 'outstanding' again, Hills Road Sixth Form College continues to enjoy a strong national reputation for excellence in education. In part, this is because we continually review and refine our practice to enhance the experiences of our students and staff. We also appreciate that academic success requires a happy, healthy and caring community, so our coaching culture ensures that the wellbeing of our students and staff is at the heart of all we do.

Whether you are an experienced teacher or an Early Career Teacher, there is a career for you at Hills Road. If you are excited by the opportunity to work in a team committed to the very best standards of education at a Sixth Form College where you can inspire highly motivated students to engage with your subject passions at an advanced level, we would love to hear from you.

We offer a wide range of competitive benefits including a generous pension scheme, free use of the college sporting facilities, free on-site parking, cycle to work scheme, as well as discounts on all our Adult Education courses.

Closing date: Wednesday 3rd June 2026 at 9 a.m.

Interviews: Thursday 11th June 2026

We reserve the right to close the vacancy and interview earlier for the right candidate.

Details and an application form for the above post may be obtained from our website

www.hillsroad.ac.uk

The college is committed to safeguarding and promoting the welfare of its students and staff and expects all members of the college community, volunteers and visitors to share this commitment. The college actively promotes equality and diversity and welcomes applications from all sections of the community.

Information for applicants

The Post

Due to growth in the department, we are looking for a well-qualified, passionate and innovative teacher to join our highly successful and experienced English, Media and Film department as an English and/or Media teacher. This is an excellent opportunity for someone wishing to join our successful team. At Hills Road, we offer three English A level courses: English Literature, English Language and Combined English Literature and Language, as well as A level Media Studies and A level Film Studies.

Dependent on teaching experience to date, the posts will be paid from £33,465 to £51,714 rising incrementally, subject to satisfactory annual review. Full-time teachers teach a maximum of 20 x 65min teaching periods in the college week.

For the right candidate, there is also the potential for them to be considered for the Second in Department role. This role comes with 1 period of remission and 5 RA points, equivalent to £4,995.

The post is suitable for both experienced teachers and Early Career Teachers.

For Early Career Teachers, there would be an appropriate additional amount of remission built into the timetable allocation for the first year of teaching to support the gaining of QTS or QTLS status. All new members of the department are supported by the Head of Department who provides ongoing support and advice. For ECTs, this support would include induction into post-16 education. Additionally, there is a comprehensive induction programme for all new staff organised by Human Resources.

The job description and the person specification relevant to the post are enclosed.

The Department

The department, which currently comprises five full-time and five part-time teachers, is highly experienced and supportive. We share resources and ideas, working very much in a spirit of cooperation and collegiality. We also share a passion for our subjects and for the development of young people.

All teaching and learning resources are shared and available on the student and staff SharePoint sites. To facilitate communication and decision-making, the department holds regular departmental meetings, chaired by the Head of Department.

Students

There are currently approximately 730 students in the department. They are generally extremely well-motivated and able, with the vast majority progressing to higher education courses. The teaching is rewarded by the rapid development and achievements of our students, who readily acknowledge the high level of support they receive from their teachers.

Courses Offered

The department offers six A level courses with the following specifications:

	Specification
English Language	AQA
English Language and Literature	Pearson EdExcel
English Literature	Pearson EdExcel
Media Studies	Eduqas
Film Studies	OCR

The successful applicant may have the opportunity to teach more than one of the department's subjects where they have the qualifications and experience to do so.

Examination Results

In 2025, students achieved excellent results as shown in the table below:

	% A*-B grades	% A*-C grades	% A*-E grades
English Language	86%	95%	100%

English Language and Literature	75%	100%	100%
English Literature	78%	95%	100%
Media Studies	80%	98%	100%
Film Studies	70%	95%	98%

Accommodation and Resources

The department occupies a purpose-built suite of teaching rooms, a staff workroom and a storeroom. All teaching rooms have digital interactive whiteboards. In addition, there are nine dedicated editing workstations installed with Adobe Premiere within the department and AV manager time to support student filming and editing. There are also substantial English, Media and Film sections in the College Library.

Hills Road Sixth College operates a Bring Your Own Device approach with all students bringing their own laptops and devices to work on in the classroom. As such, most of our departmental and college resources are digital and, as a college, we strive to equip our young people with the digital literacy they need for the next step in their life.

Extra-curricular Activities and Enrichment Opportunities

The department organises an extensive range of extra-curricular events each year, including 'taster day' trips to Cambridge University and the UEA, trips to Pinewood Studios and Watersprite Creative Futures Day, and several theatre visits.

In addition, there are a number of societies in the department, including Creative Writing Society and EDI group, which are largely student-led.

I hope that we have been able to provide a flavour of the department through the details in this booklet. Please do not hesitate to contact me if you have any queries that I can help with regarding any details of the post or person specification. My email contact details are below.

I would like to thank you in advance for your interest in this post. We have a very well-established and committed team, and we hope very much that you will be interested in joining us.

Tanya Jones

Tjones@hillsroad.ac.uk

Curriculum Director

Head of English Media Film

Job Descriptions

Teacher at Hills Road Sixth Form College

Purpose: To teach students within the college and to carry out such other associated duties as are reasonably assigned by the Principal or Head of Department, and to make a positive contribution to the wider life and ethos of the college

Reports to: The Head of Department

Main Accountabilities:

Set high expectations which inspire, motivate and challenge students

- establish a safe and stimulating environment for students, rooted in mutual respect
- set goals that stretch and challenge students of all backgrounds, abilities and dispositions
- demonstrate the positive attitudes, values and behaviour which are expected of students

Promote good progress and outcomes by students

- be accountable for students' attainment, progress and outcomes
- be aware of students' capabilities and their prior knowledge, and plan teaching to build on these
- guide students to reflect on the progress they have made and their emerging needs
- demonstrate knowledge and understanding of how students learn and how this impacts on teaching
- encourage students to take a responsible and conscientious attitude to their own work and study

Demonstrate good subject and curriculum knowledge

- have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain students' interest in the subject, and address misunderstandings
- demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship
- demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English

Plan and teach well-structured lessons

- impart knowledge and develop understanding through effective use of lesson time
- promote a love of learning and encourage young people's intellectual curiosity

- set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding students have acquired
- reflect systematically on the effectiveness of lessons and approaches to teaching
- contribute to the design and provision of an engaging curriculum and scheme of work within the relevant subject area(s)

Adapt teaching to respond to the strengths and needs of all students

- know when and how to differentiate appropriately, using approaches which enable students to be taught effectively
- have a secure understanding of how a range of factors can inhibit students' ability to learn, and how best to overcome these
- demonstrate an awareness of the physical, social and intellectual development of young people, and know how to adapt teaching to support students' education at different stages of development
- have a clear understanding of the needs of all students, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them

Make accurate and productive use of assessment

- know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements
- make use of formative and summative assessment to secure students' progress
- use relevant data to monitor progress, set targets, and plan subsequent lessons
- give students regular feedback, both orally and through accurate marking, and encourage students to respond to the feedback

Manage behaviour effectively to ensure a good and safe learning environment

- have clear expectations and routines for behaviour in classrooms and take responsibility for promoting good and courteous behaviour both in classrooms and around the college in accordance with appropriate college policies
- manage classes effectively, using approaches which are appropriate to students' needs in order to involve and motivate them
- maintain good relationships with students, exercise appropriate authority, and act decisively when necessary

Accountabilities that relate to all staff at the college

- demonstrate behaviour and values consistent with the person specification for this role
- promote equality of opportunity in accordance with the college's Equality and Diversity Statement
- To comply with all college policies and procedures. This includes those where each member of staff has an individual duty to act and for which the college can be held vicariously responsible for the actions of its employees:
 - equality and diversity
 - safeguarding the welfare of young people
 - health and safety

Second in Department at Hills Road Sixth Form College

Reports to: Head of Department

Purpose: To support the Head of Department in the smooth running and strategic development of the department.

Main Accountabilities:

Course Leadership

Within the context of the College's strategic plan and departmental objectives, to lead or co-lead with the Head of Department on all aspects of the planning, review and teaching of this course specification within the department, through undertaking the responsibilities set out in the Course Leader Job Description. Where there is only one course specification in the department, the 2nd will take on more departmental leadership.

Departmental Leadership

To carry out tasks and responsibilities identified by the Head of Department, which could include:

- **Curriculum Planning and Development**
 - To support the HoD to develop good teaching and learning practices to enable all students to grow in independence, and achieve their academic and personal potential
 - To support the HoD to lead members of the department in identifying curriculum objectives and to help them to initiate change and action where appropriate
- **Liaison and Progression**
 - To support the HoD to facilitate the successful progression of students from their previous schools
- **Managing People and Communication**
 - To support the HoD in the recruitment of departmental staff
 - To act as a PGCE mentor where applicable
 - To deputise for the Head of Department in his/her absence
 - To support the HoD in directing Course Leaders within the department
 - To manage departmental meeting administration
 - Where appropriate, to be involved in learning walks, lesson observations and the Professional Development Review of members of the department
 - To support the HoD in upholding College policies
 - To promote collaborative and effective teamwork within the department

- **Managing Digital and Physical Resources**
 - To work alongside the HoD to complete a capital bid each year, in response to the emerging needs for each subject offered by the department
 - To ensure that all student subject SharePoint pages are well maintained by Course Leaders, and provide a range of support and challenge activities in line with the College-wide template

- **Quality Assurance**
 - To support the HoD to monitor student performance data in the subject, including through In Year Progress Monitoring (IYPM) data and take appropriate action in response to student under-performance against benchmark. This is likely to include meeting with students for Stage 1 discussions and reviews.
 - To support the HoD to ensure appropriate feedback and improvement dialogues are held with every student in the subject, including through the college's Progress Review week.
 - To support the HoD in facilitating a rigorous annual departmental self-assessment, construction of a development plan and in-year review of progress.
 - To support the HoD in preparing for and receiving a Quality Visit or external peer review visit.
 - To support the HoD in gathering and responding to student voice from learners within the department

Person Specification for Teacher of English / Media / Film

	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> • Good honours degree in English Literature, English Language, Media Studies or a related area • Relevant teaching qualification e.g., PGCE or willingness to complete a PGCE • Good level of competence with IT • Evidence of continued relevant professional development 	<ul style="list-style-type: none"> • An understanding of current development in post-16 education
Experience	<ul style="list-style-type: none"> • Experience of teaching one of the department's subjects at A level (which, for a current trainee, might include school/college placement experience) 	<ul style="list-style-type: none"> • Experience of teaching at least two of the department's subjects • Experience of developing materials and schemes of work at A Level • Experience of using learning technology and digital platforms

In addition, the successful candidate will demonstrate, or have potential to develop, strengths in the following areas.

Classroom teaching	<ul style="list-style-type: none"> • Deliver lively, energetic and well-planned classroom teaching • Employ strong subject knowledge in facilitating students' learning and progress • Develop and use effective and varied resources in support of students' learning, including digital resources • Focus clearly on maximising student potential and encourage high levels of attainment by all students • Demonstrate strong and positive commitment to individual students • Apply creativity to contribute to the on-going development of schemes of work
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Professional Responsibilities	<ul style="list-style-type: none"> • Make a positive contribution to the wider life and ethos of the college • Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support • Deploy support staff effectively where relevant • Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues • Communicate effectively with parents/carers with regard to students' achievements and well-being • Commitment to equality of opportunity • Commitment to collaborative teamwork • Good organisational skills and commitment to meeting deadlines • Flexibility and ability to undertake new activities • A willingness to support the enrichment and extension activities undertaken by the department • Confident and effective use of Information Learning Technology • Willingness to undertake appropriate staff development • Readiness and enthusiasm for taking initiative • Excellent written and spoken communication skills
Professional Standards	<ul style="list-style-type: none"> • Commitment to equality of opportunity • Commitment to collaborative teamwork • Good organisational skills and commitment to meeting deadlines • Flexibility and ability to undertake new activities • Willingness to undertake appropriate staff development • Commitment to safeguarding the welfare of young people
Focus on quality	<ul style="list-style-type: none"> • Commitment to continuous improvement • Commitment to safeguarding the welfare of young people
Personal and Professional Conduct	<ul style="list-style-type: none"> • Treat students with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position • Have regard for the need to safeguard students' well-being, in accordance with statutory provisions • Show tolerance of and respect for the rights of others • Support fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs • Ensure that personal beliefs are not expressed in ways which exploit students' vulnerability or might lead them to break the law

How to Apply

Applicants are asked to do the following:

- complete the online [Hills Road Sixth Form College application form \(Part 1\)](#)
- complete the online [equality and diversity monitoring form \(Part 2\)](#)
- write a supporting statement of application (no more than 1,000 words), including whether you would also be interested in the post of Second of Department
- supply a brief CV

The online application forms ([Part 1](#) and [Part 2](#)) are available at the links above, and on the College's webpage for this vacancy. When completing Part 1, you will have the opportunity to upload your CV and provide a Supporting Statement of Application. Once you have submitted Part 1, you should then proceed to Part 2 (Equality and Diversity Monitoring form). All documents should be submitted **by 9am on Wednesday 3rd June 2026**.

Please note that applications received after the closing date may not be eligible for consideration. If Human Resources have not contacted you by Monday 8th June, then unfortunately your application has not been successful.

Interviews will be held on Thursday 11th June 2026.

Hills Road Sixth Form College will base its decision as to whether to invite you for interview solely on the details provided on your application and how well they match the criteria for this post.

In accordance with Home Office guidance, successful candidates will be required to evidence their right to work in the UK before commencement of employment. The successful candidate therefore must be able to demonstrate their right to work during the recruitment process.

Hills Road Sixth Form College is committed to ensuring equal opportunities in all aspects of employment and selects staff on merit, irrespective of race, religion, sex, disability or age. You are not obliged to complete the equal opportunities monitoring form, but any information given will help us to monitor the effectiveness of our equality and diversity policy.

If you have a disability, you are invited to request any special arrangements you may require for interview, or any adjustments you may anticipate would be needed in your working arrangements, by contacting the Human Resources Team on 01223 278063 (direct line). Further information about accessibility to the site can be found on our website under 'Equality and Diversity/Site Plan' and from 'AccessAble: www.accessable.co.uk.

Thank you for your interest in this post and in the College. We do hope that you will decide to apply, and we should like to thank you in advance for taking the time and trouble to do so. For more information about working life at the College, please go to our website <http://www.hillsroad.ac.uk>

Human Resources



**Shaping the
future through
opportunity,
quality and
achievement**



**Supported
by a caring
and learning
community.**

