



Mossbourne
Federation

Second in Charge - Humanities

Job Description



POSITION	Second in Charge – Humanities with History Specialism
SALARY	Teachers Main Payscale + Mossbourne Allowance £1200 + TLR / UPS + TLR
START DATE	1 st September 2026, or sooner for the right candidate
HOURS	40 hours per week
FULL TIME EQUIVALENT	Full Time, 52.143 weeks per annum
CONTRACT TYPE	Permanent
RESPONSIBLE TO	Head of Learning Area - Humanities
LOCATION	Mossbourne Port Side Academy
KEY WORKING RELATIONSHIPS	SLT, ELT, Teachers, Support staff, Students and Parents

Background

Mossbourne is the realisation of Sir Clive Bourne's dream to provide the children of Hackney with an outstanding education. Mossbourne is built on a formula of high expectations, doing the simple things right, and the belief that all children can succeed. All learners, regardless of ability, benefit from the innovative and enlightened approaches to teaching and learning. The Federation's calm working atmosphere creates well-rounded individuals who excel in the arts, on the sporting field and academically.

The Mossbourne Federation consist of seven academies: Mossbourne Community Academy (MCA), Mossbourne Fobbing Academy (MFA), secondary and sixth form, Mossbourne Victoria Park Academy (MVPA), Mossbourne Port Side Academy (MPA) secondary, Mossbourne Parkside Academy (MPA), Mossbourne Riverside Academy (MRA), Mossbourne Herd Lane Academy (MHA) primary.

The Mossbourne Federation is actively seeking to increase the proportion of our workforce who come from diverse backgrounds. We particularly welcome applications from people of Black, Asian and other minority ethnic descent. Injustice, discrimination and intolerance go against the core tenets of the Mossbourne ethos. We actively reject discrimination in our academies through continuous review of our working policies & practices across the federation, including at board level. We are committed to developing & supporting inclusivity, diversity & anti-racism in every facet of what we do.

Mossbourne Port Side Academy (MPSA)

Mossbourne Port Side Academy is a secondary school located in Stanford-le-Hope, Essex. It offers a curriculum for students aged 11 to 16, focusing on academic achievement, personal development, and preparing students for future success.

In addition to core academic subjects, MPSA offers a range of extracurricular activities to promote student engagement and personal growth. The academy values student well-being and works to create a positive culture, helping students build confidence, resilience, and leadership skills.

MPSA is committed to ensuring that all students build the knowledge, character, and qualifications that will open the doors to the future they dream of. Our students leave prepared to make a meaningful impact on the world and bring positive change to their communities.

MPSA has recently entered an exciting new chapter in joining the Mossbourne Federation - an organisation known for its exceptionally high standards, where students consistently achieve some of the best outcomes in the country. This is a



thrilling time for our academy, offering us a fantastic opportunity to grow, evolve, and thrive as we continue our mission to provide our students with the outstanding education they deserve.

If you would like to be part of the team that is improving the life chances of our students, then please read on.

The Humanities Learning Area

The Humanities Learning Area So committed are we to the importance of an education which exposes children to the global landscape, every student is entered for GCSE Religious Studies and GCSE History with GCSE Geography being popular option choice as well as being studied at Key Stage 3 by all students. There are currently 5 Humanities teachers working within the Learning Area which is set to grow next year. Responsibility is shared between the Head of Learning Area (HoLA), a Second in Charge. The successful candidate will be required to be the Lead Teacher or Head of Department for their subject specialism.

Job Summary

The successful applicant will be passionate about education within the humanities subjects. They will be well organised, energetic, and willing to go the 'extra mile'. They will be instrumental in ensuring that outstanding teaching and learning is maintained in the department. They will share in the vision that education is for all and will be instrumental in not only maintaining high standards but have the desire to play a significant role in developing the Humanities Learning Area further.

Key Responsibilities and Accountabilities

- To work with the Head of Learning Area, to ensure effective provision of teaching and learning.
- To support the Head of Learning Area in raising the standards of achievement, attainment, and behaviour in your Learning Area and in promoting the Academy's ethos of high aspirations and outstanding performance in all areas.
- To observe colleagues on a regular basis and provide objective feedback, setting targets for improvement where appropriate.
- To use mentoring and coaching strategies to support individual staff to become outstanding practitioners: from 'good' to 'outstanding' and from 'requires improvement' to 'good'.
- To participate in the training, monitoring, and mentoring of staff.
- To contribute to the planning, development and delivery of training and INSET.
- To work with the Head of Learning Area to ensure outstanding behaviour within the Humanities Learning Area.
- In the absence of the HoLA to deputise.
- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Person Specification		
	Requirements	Assessment Criteria



E Essential Or D Desirable		App Form	Task	Intervi ew
Experience				
E	A proven track record of success in middle leadership	X	X	
D	Ability to teach your subject at all key stages	X	X	X
E	A track record of supporting staff in improving their practice	X	X	
E	Ability to select and devise appropriate teaching methods and resources to meet the differing needs of students	X		X
E	Ability to reflect on your own and student performance in lessons and adapt practice accordingly	X	X	X
E	Ability to select and devise appropriate teaching methods and resources to meet the differing needs of students in practical and written work			X
E	Effective planning, assessment and record keeping	X	X	
E	Ability to work independently and as part of a team, contributing to INSETs	X		X
E	To develop & maintain positive relationships with all stakeholders	X	X	
E	Effective classroom management and efficient organisation of resources	X	X	X
Qualifications				
E	A good degree in the subject or a related subject.	X		X
E	Qualified Teacher Status (QTS).		X	
IT knowledge				
D	Expert knowledge of the Microsoft package (Word, Excel, Outlook, Publisher, Power Point).		X	
D	Ability to swiftly adapt to and use a variety of software systems.		X	
D	Capable of making effective and appropriate use of ICT in lesson delivery and within the learning area.		X	X
Behavioural Competencies				
E	Excellent analytical and multi-dimensional communication skills	X		X
D	Strategic approach, ability to see the 'big picture'	X		
E	Commitment to meeting deadlines internally and externally ensuring output consistently is of an exemplary standard	X		
E	Ability to meet all deadlines internally and externally ensuring output consistently is of an exemplary standard	X		
E	The upmost integrity and exceptional motivation & commitment.	X		
E	Proactive approach with efficient time management & prioritisation skills.	X		



E	Genuine interest in & passion for the education of young people & the will to contribute to the wider life & community of the Federation.	X	X	
Applicable to all staff				
E	Undertake training as required to fulfil the requirements of the role	X	X	X
E	Support Mossbourne through your actions & attitude, adjusting performance and practice in accordance with Federation initiatives and directives.	X	X	X
E	Recognise your role as part of the success of Mossbourne.	X	X	X
E	Play an active role in the safeguarding of all students and adults.	X	X	X

Mossbourne Federation reserves the right to modify this job description to ensure the needs of the Federation & students are met.

The document is not a comprehensive list; it simply outlines the expectations of this role.

This post is subject to an enhanced DBS disclosure. The post holder must be committed to safeguarding the welfare of children.