



HATHERSHAW  
COLLEGE

# Applicant Pack



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[www.pinnaclelearningtrust.org.uk](http://www.pinnaclelearningtrust.org.uk)



# Welcome from the HR Central Services Team

We are delighted you have expressed interest in a vacancy with The Pinnacle Learning Trust. Please take the time to read the 'Join the Pinnacle Learning Trust' booklet available from our website, in order to understand the benefits of working for our trust and how you might support us in achieving our vision and values.

Should you have any questions regarding the position or the application form, please contact the Human Resources Department for assistance on 0161 287 8001.

Please ensure you submit your application by the closing date stated in the advert.

We cannot accept information held on CVs and therefore your application and accompanying statement must show all information about yourself and how you meet our requirements. The job description and person specification will assist you with this. Please provide a day-time contact number on your application form.

You should remember to include information on all your previous employment roles and qualifications gained from secondary school onwards, covering any gaps in employment which are longer than 2 months, detailing what you were doing during that time.

For teaching roles, please provide your results from the last three academic years, where available, together with your application form.

In the meantime, may we take this opportunity to thank you for your interest in working with us and we look forward to receiving your completed application.

Best regards,  
HR Team

\*If you require this or any of the documents in an alternate format please contact a member of the Human Resources Department.



*Alexandra Park Junior School*  
To Learn, Be Happy and Achieve Our Best



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# Job Description & Person Specification

## **Purpose of the post:**

To support the accessibility and learning of students with deafness / hearing loss, alongside any other additional needs. The students within the Resource Provision for deaf children at The Hathershaw College require communication and learning support; learning will take place primarily in mainstream classrooms, but also within the Hearing Resource Centre.

## **Summary of Main Duties and Responsibilities**

### **Core Purpose:**

- To contribute to the work of the team for deaf students within the resource provision at Hathershaw College
- To support the inclusion and learning of deaf students, including those with additional needs
- To ensure that students from the Hearing Resource Centre receive specialist support so that they are able to access a broad and balanced curriculum.

### **Core responsibilities:**

The post holder will be responsible for:

#### **1. To support deaf students within the Hearing Resource Centre by:**

- Providing pre and post-tutorial lessons using differentiated materials to make sure that the linguistic content and new concepts are understood
- Supporting students to use their audiological equipment effectively, including radio aids
- Signing the content of assemblies and presentations
- Providing support to Key Stage 4 deaf students to enable them to prepare and achieve throughout their GCSE courses
- Offering pastoral and careers support to deaf students
- Liaising with primary schools and post-16 settings to ensure smooth transitions to and from secondary school
- Actively promote the development of speech, language, communication and interaction skills of deaf students
- Supporting the accessibility of students during extracurricular activities
- Supporting the accessibility of students during examinations
- Facilitating and modelling appropriate social interactions with others, including with staff and peers
- Facilitating increasing opportunities to develop student independence
- Establishing high expectations and managing behaviour issues appropriately, in line with school policy
- Assisting with personal care needs as/when necessary.

#### **2. To support deaf students in mainstream classes to ensure full access to the curriculum by:**

- Communicating the content of the lesson using modified or differentiated language as well as simple written cues
- Supporting any additional needs that deaf students may have
- Keeping written notes in class for use in pre and post-tutorial sessions in the Hearing Resource

Centre



Keeping electronic records of observations and contributing to students' individual profiles and plans

- Assisting deaf students in following written instructions and when participating in practical activities, including explanation of new vocabulary and concepts
- Modifying written materials for deaf students and creating supportive visual resources
- Ensuring that homework is recorded and understood, incorporating modifications as required
- Providing regular feedback to the Hearing Resource Centre Manager, Teachers of the Deaf, class teachers, parents, and other professionals
- Being proactive in promoting the inclusion and independence of deaf students.

**3. To continue own professional development within the team.**

- To undertake regular training as required
- To share good practice and support the professional development of colleagues within the Hearing Resource Centre team.

**Requirements of All Trust Staff:**

- To promote and uphold the Trust Mission Statement, values and strategic aims and objectives.
- To comply with the Academy and Trust's policies and procedures, including those relating to health and safety, safeguarding, welfare and security.
- To work positively and inclusively with colleagues, students, parents and other partners regardless of their gender, ethnicity, sexuality, age or disability.
- To attend briefings and staff meetings as required.
- To participate in the Performance Management Review scheme and undertake professional development and training as required.
- To be a positive role model and take responsibility for promoting good standards of behaviour and conduct in students.
- To undertake other duties that are in accordance with the purpose and grade of the post as agreed with the Executive Principal or designated alternate.

**Relationship to other posts within the Trust**

**Supervision given to:** N/A

**Supervision received:** Hearing Resource Centre Manager

|  | Essential | Desirable | Method of Assessment  |
|--|-----------|-----------|-----------------------|
| <b>Education and Qualifications</b>  |           |           |                       |
| A minimum of English and Maths GCSE (Grade C / Grade 4 or above)   | ✓         |           | Application/Interview |
| A Levels (or equivalent)   |           | ✓         | Application/Interview |
| Level 1 Certificate in British Sign Language (Signature) or OCSL Level 2.  | ✓         |           | Application/Interview |
| Level 2 Certificate in British Sign Language (Signature) or OCSL Level 3.  |           | ✓         | Application/Interview |
| <b>Knowledge and Experience</b>  |           |           |                       |
| Past experience in supporting deaf children.   | ✓         |           | Application/Interview |
| Experience of working in mainstream or special education settings.   | ✓         |           | Application/Interview |
| Previous experience of supporting students' personal care and supporting mobility.   |           | ✓         | Application/Interview |
| Evidence of professional development relevant to the position.   |           | ✓         | Application/Interview |
| A willingness to undertake training to meet the demands of the job.  | ✓         |           | Application/Interview |
| Knowledge of deaf issues.  | ✓         |           | Application/Interview |
| <b>Skills and Attributes</b>   |           |           |                       |
| Excellent interpersonal skills, with the ability to establish positive working relationships with students and adults.                                   | ✓         |           | Application/Interview |
| Ability to communicate professionally and effectively with parents/carers and a wide range of professionals.   | ✓         |           | Application/Interview |
| Ability to manage time effectively and work without close supervision.   | ✓         |           | Application/Interview |
| Ability to communicate effectively, both verbally and in writing.  | ✓         |           | Application/Interview |
| Ability to modify language and the curriculum appropriately to meet the individual needs of students.  | ✓         |           | Application/Interview |
| Ability to produce curriculum / teaching support materials.  | ✓         |           | Application/Interview |
| Ability to plan and lead learning and extracurricular activities.  | ✓         |           | Application/Interview |
| Ability to access basic IT packages, e.g. word processing, and a willingness to undertake further IT training.   | ✓         |           | Application/Interview |
| Ability to record and keep accurate records.   | ✓         |           | Application/Interview |
| Ability to work flexibly including some evening events e.g. meetings, training sessions, parents' evenings and extra-curricular activities for students. | ✓         |           | Application/Interview |
| Willingness to seek advice and support when required.  | ✓         |           | Application/Interview |

# How To Apply

To apply, please click [here](#).

## Additional Reasons to Join Us:

- Automatic enrolment into a Pension Scheme
- Various health and wellbeing benefits (including on site gym membership at Oldham Sixth Form College and The Hathershaw College)
- Employee Assistance Programme, offering health and wellbeing services
- Laptop/Chromebook allocated to teachers and support staff (if required)
- Cycle to work schemes available
- Free on-site parking
- Excellent opportunities for CPD and career development

Please see our Join The Pinnacle Learning Trust booklet for more reasons to work for the Pinnacle Learning Trust.

## **Commitment to Safeguarding**

The Pinnacle Learning Trust is committed to safeguarding and protecting the welfare of children and young people and expects all staff, governors and volunteers to share this commitment. Applicants must be willing to undergo pre-employment checks. Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced Disclosure and Barring Service (DBS) check. The Pinnacle Learning Trust is an Equal Opportunities Employer and welcomes applications from underrepresented groups and ethnic minorities.

**“Educational organisations can often have a culture that is somewhat bureaucratic and punitive, but our trust isn’t like that. We have a human side, which we show in abundance, and we really support each other. Things like behaviour management, for example, are a team effort - no-one is just left on their own.”**

**Rebekah Sutcliffe, Trustee and former senior police officer and director in local government**

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**To find out  
more or to  
apply:**

[pinnaclelearningtrust.org.uk](https://pinnaclelearningtrust.org.uk)  
[hr@pinnaclelearningtrust.org.uk](mailto:hr@pinnaclelearningtrust.org.uk)

**0161 287 8001**

