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English Hubs
Jerry Clay English Hub

Become an English Hub Literacy Specialist for the Jerry Clay English Hub



Come and join our English Hub Team in a role that will allow you to develop your leadership skills and share best practice in phonics and early reading across a network of local and regional schools. You will be able to stay in your current school and agree the days that you will be contracted to work for JCEH.

Closing date: Friday 13th October 2023

Interviews: Week beginning 16th October 2023

Welcome

Dear Applicant,

Thank you for your interest in the role of Literacy Specialist for the Jerry Clay English. Jerry Clay English Hub is based in Wakefield.

At Jerry Clay we are passionate about reading and getting every child to view themselves as a reader. The three priorities of the English Hub programme, improving early language, early reading and developing reading for pleasure align with our schools' vision for learners.

We are heading into our sixth year as an English Hub and we have built a highly successful team driven by their commitment to improving reading outcomes. We are passionate about spreading good practice and having a positive impact on children's life chances beyond our schools.

As a hub we provide school-to-school support in Wakefield, Barnsley and Leeds. In addition to this we provide a virtual training offer for schools up and down the country.

We are looking for literacy specialists to join our expanding team as we move into the next phase of the programme. We look forward to considering your application.

Yours sincerely,



Tracy Swinburne
English Hub Strategic Lead

To learn more about us please visit our website [Jerry Clay – English Hub \(jerryclayenglishhub.co.uk\)](http://jerryclayenglishhub.co.uk)

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Job Description

Literacy specialists (LS's) are experienced primary teachers, often senior or middle leaders in their own settings, who have an excellent knowledge of phonics and a proven track record in improving early reading in their school. They support partner schools' head teachers and reading leaders to ensure partner schools are driving improvements in phonics and early reading. LS's must have the leadership skills to evaluate, action plan and challenge leaders following rigorous data analysis on each LS visit.

What are my main responsibilities as an LS?

- To attend English Hub training days (new LS's will receive 6 days training 2023-24);
- To audit the phonics and early reading provision of eligible schools in order to help them secure grant funding from the DfE and possible follow up support from Jerry Clay English Hub;
- To support partner school leaders to implement the '[Challenge Checklist](#)' (a list of DfE approved objectives to drive achievements in early reading);
- To monitor progress using the criteria on the 'Challenge Checklist' and report progress to hub lead every half-term;
- To ensure partner schools adhere to program expectations such as completing half termly data drops, attending progress meetings and training events;
- Produce a report after each visit (using DfE proforma) detailing specific advice and actions for implementation;
- To lead 'medium level support' virtual training sessions underpinned by evidence based research.

How will I be supported in my role?

The Hub Leads will ensure you are fully supported by:

- Opportunity to collaborate with highly effective leaders and literacy specialists within the team;
- Meeting frequently with you to reaffirm core messages and actions, check progress of lowest 20% pupils and practise core elements of SSP;
- Providing you with systems and key documentation to ensure consistency with reporting progress;
- providing high quality ongoing CPD focussed on leadership development and reading subject knowledge.

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Person Specification

Attributes and qualities	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified teacher status • Training in at least one DfE approved systematic synthetic phonics programme 	<ul style="list-style-type: none"> • Coaching and mentoring training • SLE status
Experience	<ul style="list-style-type: none"> • At least three years teaching experience to include KS1 and/or EYFS • Successful middle leadership experience • Experience of leading English or a strand within English such as phonics and early language • Proven record of excellent teaching, particularly in phonics teaching • Coaching and/or mentoring of other colleagues • A record of delivering effective CPD 	<ul style="list-style-type: none"> • Experience in supporting other schools to improve outcomes • Experience in teaching in schools with different contexts such as high levels of: mobility, disadvantage and EAL • Proven track record in effective engagement with hard to reach families
Skills, knowledge and expertise	<ul style="list-style-type: none"> • Excellent understanding and practice of early reading and phonics • Excellent communication and interpersonal skills • Data analysis skills and the ability to use data to set targets • Evidence of providing effective support to other professionals 	<ul style="list-style-type: none"> • Knowledge of ways to fast track reading progress for children new to English • Excellent knowledge of children's literature • Knowledge of effective strategies for the promotion of reading for pleasure
Personal	<ul style="list-style-type: none"> • Ability to form excellent professional relationships rooted in trust and respect • Ability to lead and motivate others • A nurturing and supportive approach to giving feedback • A commitment to getting the best outcomes for all learners • A passion for reading and a desire to develop this in others • Excellent team player 	<ul style="list-style-type: none"> • An interest in evidence based research that informs classroom practice and pedagogy

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Application Process

Complete the application pack provided and send to:

Amanda.wood@jerryclayacademy.wakefield.sch.uk FAO Tracy Swinburne.

If you do not receive confirmation of receipt of your application within one working day please contact the hub on tracy.swinburne@amat.org.uk

If your application has been successful, we will be in touch to arrange an interview.

An email will be sent to shortlisted candidates with details of the interview process. If you have not heard from us within a week of the interviews commencing, please assume your application has been unsuccessful.

Queries

We welcome you to contact Tracy Swinburne, Strategic Hub Lead, or Leah Charlesworth, Hub Delivery Lead at Jerry Clay English Hub to chat through the role and talk informally about the school/post and how working here will make a real difference to the children and young people in our region.

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