

Librarian & Literacy Intervention Specialist

New Line Learning Academy



New Line Learning Academy
Believe and Achieve



Build your Career, Shape your Future, Apply today

New Line Learning Academy is a Good school with over 800 pupils educating the next generation of young people aged between 11 and 16.

New Line Learning Academy is part of Future Schools Trust, a dynamic and inclusive multi-academy trust, founded in 2007.



A great place to be



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New Line Learning Academy is seeking a Librarian and Literacy Intervention Specialist to join our school team. The successful candidate will provide valuable support to pupils within the classroom, playing a vital role in fostering an enriching and inspiring learning environment.

At New Line Learning Academy, we pride ourselves on providing a supportive and positive environment that inspires our pupils to achieve success. We encourage academic excellence, while nurturing their individual goals and ambitions

Our ethos is clear; **believe and achieve.**

Our diverse curriculum and inspirational buildings challenge all abilities, while stretching the curious minds of the young people in our care. Pupils are encouraged to go outside of their comfort zones, be creative and take full advantage of the advanced technology and enriching opportunities we are proud to offer.

Our pupils' wellbeing is at the heart of our academy. By providing a caring and nurturing environment, we ensure pupils are free to flourish as polite, kind and well-rounded individuals. At New Line Learning Academy, everyone respects one another, as well as their right to learn, develop and thrive.

We look forward to welcoming you to New Line Learning Academy.

Post:	Librarian & Literacy Intervention Specialist
School:	New Line Learning Academy
Department:	Learning Support
Responsible to:	Literacy Co-Ordinator
Salary:	FST Grade E

Purpose

To provide a comprehensive library function and contribute to the effective learning of students within the school by providing specialist advice and support within the literacy provision.

Main duties and responsibilities

- Provide targeted literacy support to students through one-to-one sessions or small group work, using effective communication techniques such as questioning, instructing, explaining, and modelling to enhance their literacy skills.
- Deliver effective instruction in reading comprehension skills, including inference, drawing conclusions, and identifying the main idea.
- Provide effective instruction in extended writing skills, including spelling, grammar and punctuation.
- Provide remedial support to students with handwriting difficulties.
- Where necessary, to deliver phonic teaching methods.
- To work with the Head of Department to identify and respond to individual student needs.
- Contribute to decisions regarding most appropriate learning aims and strategies for each student.
- Planning literacy work for colleagues to deliver.
- Maintain resources within the department.
- Maintain familiarity with relevant requirements of the curriculum so literacy work may be reflective of curriculum needs.
- Support whole school reading assessments throughout the academic year.
- Record pupils' progress, responding to their needs by developing the students' skills and learning.
- Support and uphold expectations of student behaviour within the department and throughout the school.
- Maintain up-to-date records for all students within the department.
- Support the teaching of literacy or other specific curriculum areas as required and agreed with the Head of School.
- To provide specialist support to teaching and learning support staff as required.
- To undertake similar responsibilities that may fall within the scope of the post, as directed by the Head of School.

- Responsible for maintenance of all resources held in the library, re-ordering stock when necessary and maintaining a resource inventory.
- Support both pupils and staff in accessing and utilising library resources effectively.
- Promote and encourage the optimal and efficient use of library resources by both pupils and staff.
- Develop strategies that extend and promote the use of reading, library and Information Technology skills through the use of library resources.

Person Specification

Essential

- Knowledge of phonic teaching methods.
- Good level of literacy, including English GCSE/O-Level.
- Experience within the education sector.
- Understanding of barriers to learning, including dyslexia and speech and language difficulties.
- Formally trained in a phonic programme such as Jolly Phonics or Read Write Inc.
- Keen interest in helping students achieve.
- Meticulous at maintaining records.
- Confident and approachable to young people.
- Undertaken safeguarding training or willingness to complete.

Desirable:

- Knowledge and experience of teaching one to one and in small groups.
- Experience of working within a secondary school environment.
- Knowledge of library management systems and the Dewey Classification system.
- Currently holds a first aid certificate or willingness to complete first aid training.

Welcome from the Chief Executive Officer

Isabelle Linney-Drouet
BA (Hons) | NPQH | NPQEL



Welcome to Future Schools Trust: **Relentless Ambition for Young People.**

We aim to achieve our vision by bringing together our family of schools to create a cohesive and aspirational community which enables every child and member of staff to exceed their expectations.

Our values are:

- Integrity
- Respect
- Resilience
- Strong Work Ethic
- Collaboration
- Equality

The best interests of young people guide every ambition and decision we take. We are passionate in our belief that schools are stronger when they work together whilst being proud and protective of the unique identity of each of our schools in the Trust. Maintaining a strong moral purpose and supportive but challenging culture is central to everything we aim to achieve.

I hope this introductory letter provides a sense of our culture and ethos and our direction of travel. If you decide to apply, we appreciate how long it takes to apply for jobs, but please do not send a general application; we are looking for someone prepared to respond to us, respecting where we are at on our journey as a Trust. You can be sure that we will take time and care in reading your personal application.

Electronic application forms should be completed on the Every Portal which you can access at www.newlinelearning.com/vacancies

Best wishes

A handwritten signature in black ink, appearing to read 'Isabelle Linney-Drouet', written over a light blue abstract background shape.

Isabelle Linney-Drouet
Chief Executive Officer

Application:

We welcome applications from all qualified candidates, including neurodivergent individuals. If you are excited about this opportunity and believe you are a great fit for our team, please complete our School Application Form, we are unable to accept CVs. Electronic application forms should be completed on the Every Portal which you can access at www.newlinelearning.com/vacancies.

If you would like to take a look around our fantastic facilities and meet the staff that you could be working alongside, please email recruitment@futureschoolstrust.com to arrange a visit.

Health & Safety:

So far as is reasonably practicable, the postholder must ensure that safe working practices are adopted by employees, and in premises/work areas for which the postholder is responsible, to maintain a safe working environment for employees and students/pupils.

Safeguarding:

Future Schools Trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Future Schools Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All successful candidates will have to meet the person specification and will be subject to an Enhanced DBS check.

Future Schools Trust is dedicated to attracting the right teachers and support staff who are committed to developing and nurturing our students and we must provide the rewards for that to happen.

Alongside providing a competitive pay and benefits package, we offer lifestyle discounts for retail purchases and tax-efficient schemes for childcare and cycle-to-work purchases.

Pension Scheme:

From your start date you can join either the Teachers Pension Scheme or the Kent County Council Pension Scheme. Contributions are made based on your salary scale.

Annual Leave:

For support staff annual leave starts at 25 days a year plus Bank Holidays and increases after 5 years' service.

Cycle to work scheme:

We offer a cycle to work scheme, this tax beneficial scheme encourages employees to cycle to work or take advantage of the scheme to purchase a bicycle for leisure.

Retail, Health & Social Offers through Kent Rewards:

With Kent Rewards you can also get great discounts on pretty much everything you can imagine! Whether it's a meal at a restaurant, a trip to the cinema, or even a visit to a theme park there are plenty of ways that you can save.

Other offers:

- Benenden Private Healthcare Scheme – Optional to Join
- Specsavers Vouchers
- Full access to our Employee Assistance Programme, 24/7

[Click here to view all our employee benefits.](#)





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