

Friends' School Lisburn



Teacher of English to Advanced Level

Maternity cover

Required from 30 November 2026

Friends' School Lisburn is a co-educational, Voluntary Grammar School, with an enrolment of 1110 at post-primary level and a further 165 in the Preparatory Department and Pre-Prep. The school was founded by the Religious Society of Friends in 1774 and has recently celebrated its 250th. To mark this milestone, the school opened two legacy projects, an activities trail and an outdoor performance space, and run a programme of events for the wider school community. Friends' has also been granted significant capital funding to develop the school buildings, which will enable the school to enhance provision for future generations.

The school ethos, which is rooted in its Quaker heritage, places an emphasis on the value of each individual and encourages a sense of service to others. The acronym ASPIRE is used to promote the values of Adventure, Sustainability, Peace, Integrity, Respect and Equality, which are based on the Quaker testimonies and are central to the school's identity.

There are currently nine teachers in the English Department, eight full-time and one part-time, and the Head of the Department is Lauren Hanna. CCEA specifications are followed at GCSE, where all pupils take both English Language and English Literature, and at A-level. Results are of a very high standard. Each classroom in the English Department is equipped with an interactive Clevertouch board and the use of IT is encouraged throughout the department. The English Department makes a full contribution to whole-school priorities as outlined in our School Development Plan, particularly in areas where the focus is Learning and Teaching.

Extension activities are considered important, and members of the department organise trips, including theatre visits, and provide extra-curricular opportunities for pupils to engage in creative writing, debating and junior drama. School productions generally take place every other year in October and involve a wide range of pupils and there are popular weekly drama clubs. It is expected that the successful candidate will play a full role in supporting the promotion of activities linked to English in school as well as making an active contribution to the wider programme of extra-curricular activities offered at Friends'.

All members of staff have a pastoral role and are expected to take a Collect (Form) group and to be able to contribute to different aspects of the teaching of Learning for Life and Work, if required. The professional development of all members of staff is expected, whether through Early Professional Development, PRSD, in-service training or the sharing of good practice.

Completed application forms, which **must not** be altered in length, should be emailed as an attachment to recruitment@friends.lisburn.ni.sch.uk and completed equal opportunities monitoring forms should be submitted via this [Google Form](#) by **12 noon on Thursday 1 October**. Late applications will not be accepted.

Please note that we will communicate with candidates via email regarding shortlisting and interview. It is anticipated that initial interviews will be held during on **Friday 9 October**.

Posts involving work with children and young people in educational establishments are subject to the provisions of the Safeguarding Vulnerable Groups (NI) Order 2007. On taking up the post, the applicant must be a registered teacher with the GTCNI. Where an offer of employment is made, the individual offered the post will be expected to meet the cost of the Disclosure Certificate, which at present is £33.

Duties

The person appointed will work under the direction of the Head of the English Department. In addition to the professional duties of a subject teacher, the person appointed will be required to:

1. Teach English throughout the school, with English Literature at GCSE and A-level.
2. Follow the aims and objectives of the English Department and share in the development and implementation of its policies regarding schemes of work, assessment and reporting, classroom organisation, and use of resources.
3. Attend departmental meetings and take part in the planning and delivery of whole-school learning and teaching priorities, and in self-evaluation.
4. Be aware of, and implement as necessary, developments in the teaching of English.
5. Employ appropriate teaching strategies to promote learning, including the effective use of IT.
6. Contribute, as required, to the teaching of the Learning for Life and Work (LLW) programme in school.
7. Share in the supervision duties undertaken by all members of staff.
8. Take responsibility for the pastoral care of a Collect (Form) group, working with other colleagues responsible for this year group to deliver the pastoral programme and taking part in meetings in school which relate to the arrangements for pastoral care.
9. Attend parent teacher consultation meetings and communicate with parents in a professional manner in relation to the progress of pupils.
10. Play an active role in the promotion of English and ensure that, in line with the priorities of the Careers Department, pupils are aware of career pathways linked to English.
11. Make a regular and sustained contribution to the programme of extra-curricular activities offered at Friends'.
12. Under the direction of the Principal, carry out any other duties which may reasonably be expected of him/her as a teacher in the school.

The teacher appointed will be responsible to the Board of Governors through the Principal. Salary will be at the appropriate placing on the main pay spine for qualified teachers.

Personnel Specification
Post: Teacher of English to Advanced Level

1. Qualifications

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| <i>Essential</i> | 1.1 | An Honours Degree (2:2 or above) in English or a related subject; |
| | 1.2 | Teaching qualification in English recognised by the Department of Education (NI), as of September 2026; |
| <i>Desirable</i> | 1.3 | An Honours Degree (2:1 or above) in English, or a relevant post-graduate qualification. |

2. Experience

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| <i>Essential</i> | 2.1 | Experience of teaching English in a post-primary school at GCSE (including recent or current teaching practice); |
| <i>Desirable</i> | 2.2 | Experience of teaching English to A-level or equivalent in a post-primary school (including recent or current teaching practice). |

3. Knowledge and Skills

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| <i>Essential</i> | 3.1 | Detailed knowledge of the requirements of the NI Curriculum at KS3 and of the CCEA specifications for GCSE English Language, English Literature and A-level English Literature; |
| | 3.2 | Competence in a range of teaching strategies; |
| | 3.3 | Proficiency in the use of IT, including for teaching and learning; |
| | 3.4 | Good classroom management skills; |
| | 3.5 | Detailed understanding of pastoral and safeguarding issues for post-primary pupils. |

4. Personal Qualities

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| <i>Essential</i> | 4.1 | Strong organisational skills and the ability to see any task set through to completion; |
| | 4.2 | Strong oral and written communication skills; |
| | 4.3 | The ability to work as part of a team; |
| | 4.4 | The ability to form positive relationships with pupils, and a commitment to supporting their welfare. |

5. Special Factors

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| <i>Essential</i> | 5.1 | The enthusiasm and commitment to inspire pupils and to promote English throughout the School; |
| | 5.2 | A willingness to make a regular and sustained contribution to extra-curricular activities offered at Friends' School; |
| | 5.3 | A commitment to the ethos of Friends' School Lisburn. |

The above are the minimum criteria required for the post. They may be enhanced to enable the appointments panel to draw up a shortlist.