

**WORKSOP COLLEGE**  
AND  
**RANBY HOUSE**

**Resident Graduate Assistant  
Candidate Pack**



## A message from the Head

We want our pupils to be the best they can be. If destined to join one of the world's finest universities, here is where they will flourish. If an outstanding sportsperson, here is where they will hone their skills. A talented artist or musician, here is where they will perfect their craft – and if these talents are yet to be revealed, here is where they'll be discovered.

We are a remarkable school in a stunning setting with exceptional facilities and a talented teaching staff. And at our school, what matters is the individual, their aspirations and their future.

The same can be said for our Graduate Assistant Programme. We are now approaching our ninth year of the programme and are entering the exciting phase of recruiting for our 2021 intake.

This is a tremendous opportunity for exceptional graduates who want comprehensive experience and training in a thriving, happy and successful school.

We look forward to meeting you.

John

A handwritten signature in black ink, appearing to read 'John Price'.

**Dr John Price**

**Headmaster, Worksop College & Ranby House**



# Our Value System

A golden thread that links from our school motto, right through to our pupil charter - our value system is a way of life. From the way we recruit, to the business decisions we make, teaching styles to personal development reviews, our value system is a blueprint for the way we behave and the vision we have for our pupils.

Our motto	Semper ad Coelestia Always to the heavens		
Our vision	We support, encourage and challenge - creating exceptional people who leave our Christian community with confidence, resilience and humility.		
Our Values	Bold & Ambitious	Inquisitive & Thoughtful	Supportive, yet Challenging
Our Learners	Independent, Resilient, Adaptable		
Our Pupil Charter	We are confident and we aim high We are brave and honest We have open minds We listen and are respectful We are a team and we don't give up		



## Where we are

Set in 400 acres of stunning North Nottinghamshire woodland, Worksop College and Ranby House has the benefit of a sprawling campus, with some of the best facilities in the county. The major cities of Sheffield, Doncaster and Nottingham are an easily commutable distance and give the school a secure and rural feel, whilst enjoying a comfortable proximity to city life.

In addition, Worksop's location on the edge of Clumber Park and with ease of access to the A1, M1 and East Coast mainline make it an ideal place to live and work. Major university cities Leeds and York are easily accessed by road or rail, as are Newcastle, Edinburgh or London, allowing for academic visits or personal enjoyment in the generous holidays. The Peaks, the Dales, even the Borders are also within easy reach.

## The Community at Worksop College and Ranby House

- A friendly community with excellent relationships between teachers and pupils
- Charming and well-mannered pupils who are willing to engage in and respond enthusiastically to a range of learning activities
- Small classes
- Support for further personal and professional development
- Confident, forward-looking management and Governors



## **What we are achieving**

The school has a wide range of academic ability and is proudly non-selective, but achieves excellent results. An increasing proportion of Upper Sixth leavers go to top 20 universities, with five attaining places at Oxbridge in 2017.

With a dynamic Head and cohesive Leadership Team (nominated for the TES Leadership Team of the Year Award 2018), the school has seen a significant programme of investment. A new boys' boarding House (£3.5m) and a new House to accommodate Years 7 & 8 opened in 2016, with a further £1m invested in re-configuring and upgrading teaching facilities. The extended Library and purpose-built Sixth Form Centre opened in December 2017.

## **The Graduate Assistant Programme**

These roles are offered annually on a fixed term basis to recent University Graduates. The purpose of our programme is to encourage the pursuit of further academic qualification and to provide experience for talented individuals in an academic environment. These positions are intended to suit individuals with an interest in pursuing a career in education. This year we would love to hear from candidates with specialisms in any academic subject but extra-curricular skill in Sport, Music, EAL or the Arts would be of particular interest.

The programme is designed to give our Resident Graduate Assistants an all-encompassing experience of school life working and living in an independent school.

Each year we look for enthusiastic and talented recent graduates who are excited about providing an inspirational education and supporting our teaching staff in delivering this. Your involvement in the wider aspects of the boarding and school community is essential as you will live onsite at one of our campuses.



## The Role

### In the classroom

In the first few months Graduate Assistants are given plenty of opportunity to observe lessons and learn about teaching. You will be expected to support the teachers by preparing some of the activities before the lesson and also assisting in class, where you feel comfortable, during class activities.

As the year progresses, if you are keen and we are confident, you can progress to teaching elements of classwork with the support of the class teacher – so there are lots of opportunity to learn more and test your communication skills.

### The Houses

Outside the classroom you will get assigned to one of the schools 8 Houses. Here you will get to know the students in an entirely different environment. Your role in the House is very much one of support for the Housemaster or Housemistress.

As time progresses and you become more comfortable in the house environment, you will be expected to be available for duty nights. It might be weekly, fortnightly, or just as and when required. The duties involve overseeing prep times and bedtimes. You may also be asked to tutor some students, becoming a 'first port-of call' for them both academically and for extracurricular guidance.

### Sport

Coach, come manager, first-aider, referee and chief organiser.

There are four games sessions a week (one junior, one senior. and two combined) where you are comfortable/qualified, you will be involved in delivering these sessions in some way. We offer a full range of sports from hockey, netball, rugby, cricket, Kayaking or trampolining – you could be involved in any.

School fixtures usually take place on Wednesday and Saturday afternoons and you will travel with your team (possibly driving a school minibus—once qualified) and offer support, again as coach, referee etc.

### Evening Activities

The school offers a wide range of evening activities that run from 8-9.30pm. On 3 nights a week you will either 'oversee' students in the fitness suite, sports hall, astroturf or evoke thoughtful discussion at book club or with the philosophy society. Alternatively, you are encouraged to suggest any new activities and promote them as you feel appropriate.

If you are based at the junior school, you will be expected to supervise and support staff with the evening activities and boarding routines. School activities run between 4:10 and 5:10 and include a range of clubs from Scuba Diving to Computer Programming. After tea the pupils will be supervised in an evening 'prep session', before taking part in an evening activity. The evening activity is organised or supervised by the 'Graduate on duty'. From 8:15pm House staff and Graduates assist with ensuring pupils follow the 'routines' before bedtime. You will be expected to work between two and three late duties each week and depending upon the number of boarders, you may be expected to provide overnight cover once or twice a week.



## The Benefits Package

Working with us is as much about a lifestyle choice as it is about pursuing a satisfying career path. The school has high expectations of its staff and therefore looks to reward them with an attractive benefits package, which includes:

- Onsite accommodation
- Free Laundry service
- Use of our facilities (including a gym, swimming pool, tennis courts)
- All meals provided during term-time
- An annual allowance, paid monthly, September 2021 to July 2022.
- Mentoring by experienced and motivated staff

If you are excited about the prospect of joining our School, then please follow the application process. Ian Parkin (head of Sports Performance, Mentoring and Community Outreach) currently leads the Graduate programme - contact him directly on [i.parkin@wsnl.co.uk](mailto:i.parkin@wsnl.co.uk) for more information.

### Application Process:

All applicants must complete an application form which is available on our website [www.wsnl.co.uk](http://www.wsnl.co.uk). Under the Schools safer recruitment policy, we are not able to accept CVs and incomplete application forms will not be considered. Please refer to the job description for the role to help you complete your application form.

Please also send us a covering letter detailing what you feel you can bring to the role if you are successful.

- All shortlisted candidates will be reference checked prior to their interview and if successful will have an enhanced Disclosure and Barring Services check to ensure that they are cleared to work within a School.
- Full details of the process for the interviews will be sent out prior to interviews taking place.
- The School is committed to safeguarding and promoting the welfare of children and young persons and expects all staff and volunteers to share this commitment.
- Worksop College and Ranby House Preparatory School forms part of the Woodard Family of Schools.



## **Statutory requirements & equal opportunities**

### **Safeguarding & Child Protection**

For this post must be willing to undergo child protection screening, including, but not limited to, reference checks with previous employers, prohibition checks and a criminal record check via the Applicants Disclosure and Barring Service (including Barred List Check). All offers of employment are conditional upon the satisfactory outcome of child protection screening checks.

### **Disclosures**

We will appoint, train, develop and promote on the basis of merit and ability alone. It is a stipulation of the Governors and a statutory requirement that members of staff appointed to Worksop College should be shown not to have any criminal record which might prevent them accepting a post at the College. Accordingly, the College requires permission from all members of staff to make an appropriate investigation. Offers of employment are subject to a satisfactory outcome of this enquiry.

### **Equal Opportunities**

Worksop College is an equal opportunities employer and is committed to a policy of treating all our employees and job applicants equally. It is our policy to take all reasonable steps to employ and promote employees on the basis of their abilities and qualifications without regard to age, disability, sex, gender reassignment, pregnancy, maternity, marital or civil partnership status, race (which includes colour, nationality and ethnic or national origins), sexual orientation, trade union membership, religion or belief.



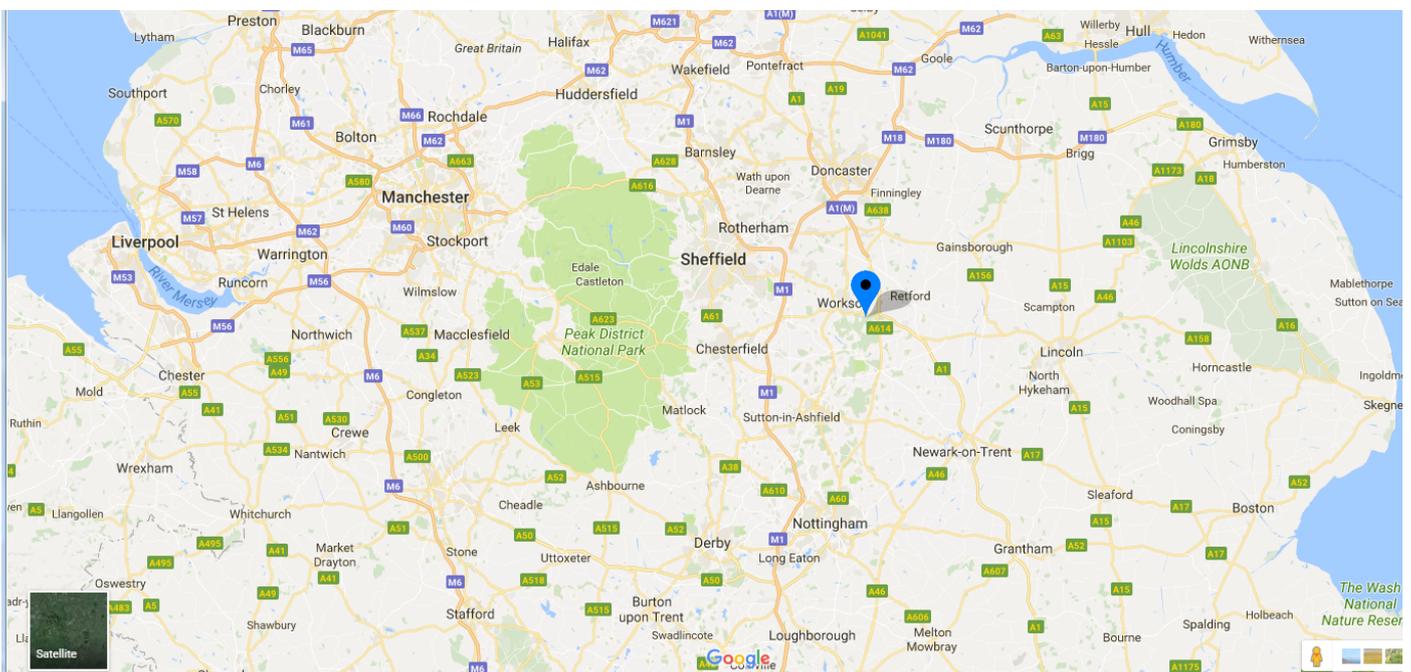
## Getting to Worksoop College

### By road

Worksoop College is easily accessible by all major roads and just 10 minutes from junction 23 of the M1. If driving, please use S80 3AP for your Sat Nav. The AA's [online route planner](#) is a useful way of determining the route and distance ahead of your journey

### By Rail

Retford station is approximately 15 minutes away and the journey will take less than 1.5 hours from Central London. More information about travel by train can be found [here](#)



**Contact us**

01909 537100

[careers@wsnl.co.uk](mailto:careers@wsnl.co.uk)