Ref. Technology and Construction Post (April 2025)

**BALLYMENA ACADEMY**



*Ballymena Academy Cares for the Individual and Inspires*

*Learning and Achievement*

Ballymena Academy, established in 1828, is a successful and forward-looking, co-educational, non-denominational Voluntary Grammar School with an enrolment number of 1200 pupils. The Board of Governors is the employing authority and the school is funded directly by the Department of Education. There are over 80 members of the teaching staff and additional appropriate support staff.

The school is committed to the pursuit of excellence in a learning environment which is always welcoming, caring and inspiring. It has earned its reputation for high standards of academic attainment, with our young people achieving excellent examination results which are well in excess of N.I. Grammar School averages at GCSE and ‘A’ Level. The school is placed regularly in the top 100 state schools in the U.K. in the Sunday Times Good Schools’ Guide. Such academic strength is built on a caring ethos, recognised pastoral strengths and a commitment to self-evaluation and continuous improvement. The school was the first school in Northern Ireland to receive the Prospects Gold Standard Award for excellence in Careers Education, Information and Guidance and subsequently has received re-accreditation at the Gold Level. Since June 2021, the school has been recognised as a “Take 5” school, one of a small number in N.I., having demonstrated that the “Take 5 Steps to Well-being” message has been embedded into the school culture. The focus is to realise the Mission Statement: ‘Ballymena Academy Cares for the Individual and Inspires Learning and Achievement’.

In the most recent Full Inspection of the school, School Inspectors commented positively on aspects of the school such as:-

* the encouragement and assistance given by staff to support learning
* pupils’ motivation, maturity and engagement
* the high standards attained by pupils at GCSE and GCE
* the staying-on rates from Year 12 to Year 13, and from Year 13 to Year 14, as well as the progression to

further and higher education

* the provision of a broad and balanced curriculum at all Key Stages
* the extensive co-curricular programme

The caring ethos is evident in the support provided by a dedicated staff, and the insistence that respect for the individual and care for the well-being of each pupil are at the heart of this school community in which there is a strong emphasis on co-curricular involvement. ‘Learning’ is broadly interpreted to include the various subjects and co-curricular activities, developing skills relevant to adult and working life and enabling young people to acquire knowledge and understanding to make decisions about educational and employment pathways.

The school, in common with all selective schools in N.I., is now using the assessment provided by the Schools’ Entrance Assessment Group (SEAG) in its admissions process. As with all other post-primary schools, Ballymena Academy is living through a period of significant financial austerity, seeking to uphold high standards whilst planning for a future that will be characterised by further change. The determination is that the quality of the educational service provided will not be impaired.

Ballymena Academy has recently been named on the list of schools to benefit from a Major Works Programme which will result in a significant upgrade of our facilities. The buildings are effectively maintained, however, and will continue to provide serviceable accommodation in the interim; additionally, the school has undertaken some self-funded capital development projects including the construction of a fitness suite, floodlit multi-use synthetic surfaces and an additional ICT Suite, which was opened in 2024. There have also been a number of successful school-based initiatives, relating to curriculum and staff development. As a consequence, as it approaches its bicentenary in 2028, the school is exceptionally well-positioned to continue to provide a safe, caring and creative environment in which pupils can enjoy their education, achieve their potential and equip themselves to meet the needs of an ever-changing society.

Detailed information about the school can be found in the school website [www.ballymenaacademy.org.uk](http://www.ballymenaacademy.org.uk) including a comprehensive review of school activities in the school magazine “The Braid” and the Board of Governors’ Annual Report to Parents.

**CURRICULUM PROVISION:**

**Department of Technology and Construction**

**with Engineering and Environmental Technology)**

The goal of the department is to provide an innovative curriculum that addresses the needs of pupils while achieving the best possible outcomes based on their abilities. This is achieved through building knowledge and understanding of the technological world we live in and developing skills in areas, including problem-solving and practical tasks. The curriculum is designed to be delivered in a way that is interesting, enjoyable and engaging for all year groups. Pupils also have the opportunity to enjoy these subjects through other activities, including the IET Faraday Challenge and STEM competitions.

There are four full-time teachers in the department and this team is supported by part-time teachers in Construction, Engineering and Environmental Technology. Our full-time technician is dedicated to preparing materials and equipment for classes and assisting all teachers, including the Head of Department, as required. The Technology Suite is composed of two System rooms, two Manufacturing rooms and two Planning rooms (one of which is used as a computer room). An additional computer room is used to accommodate classes in Construction, Engineering and Environmental Technology.

At Key Stage 3 all pupils study Technology and Design for 70 minutes per week. In Years 11 and 12 GCSE Technology and GCSE Construction run annually while, occasionally, Occupational Studies (Engineering and Engineering Services) has been offered.

In Sixth Form, the provision includes: ‘A’ Level Technology and Design, ‘A’ Level Environmental Technology, BTEC Extended Certificate in Construction, BTEC National Diploma in Construction and the Built Environment, BTEC Extended Certificate in Engineering.

Staff normally teach a range of classes from the above options.

Within the departmental team, robust support is offered to colleagues within the department, fostering continuous professional development and promoting high-quality teaching practices. A proactive, forward-thinking approach to both teaching and leadership exist within the department. Furthermore, the department nurtures strong ties with local industry, seamlessly integrating these industry links into teaching and learning where relevant.

**BALLYMENA ACADEMY**

**TEACHER OF TECHNOLOGY AND CONSTRUCTION**

**(Full-Time – Permanent)**

**This post is available from 1st September, 2025.**

**JOB DESCRIPTION**

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| **Post Title:** | Teacher of Technology and Construction |
| **Reports to:** | Head of Technology and Construction Department and then to Vice-Principal (Teaching and Learning) / Principal. |
| **Status:** | Permanent (Full-Time). [Schedule 3 of the Teachers’ Terms and Conditions of Service Regulations (N.I.) (1987) apply.] The post is on the Teachers’ Pay Scale and the successful applicant will be placed at the appropriate point for experience and/or progress on the Main/Upper Pay Scale.  This post is available from 1st September, 2025. |

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| **Responsibilities:** | - As identified in the 1987 Terms and Conditions of Service.  - To undertake a share of class teaching, following planned schemes of work and assessment to which you may be asked to contribute.  - To teach the specified and related subjects, as required, and Learning for Life and Work, or another appropriate subject, if required to do so.  - To work as a member of the departmental team, making an active contribution to the development of their subject(s) and to improving pupils’ standards of learning.  - To assess, record and report on the development, progress and attainment of pupils according to the school’s and departmental assessment policy.  - To contribute to the continued development and use of ICT/new technologies in order to enhance the quality of teaching, pupil learning and learning support.  - To attend Parents’ Consultations for those classes which you teach.  - To implement the policies of Ballymena Academy and uphold the school’s reputation in the wider community.  - To carry out assigned pastoral duties and uphold the school’s caring ethos.  - To make a significant contribution to the co-curricular life of the Technology and Construction Department and of the school. |

**PERSON SPECIFICATION**

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| **ESSENTIAL REQUIREMENTS** | **EVIDENCED BY** |
| **Qualifications**  **By date of appointment:**   * Be a qualified teacher, as recognised by GTC (N.I.) * Have an Honours Degree (2.2 or above) in a suitable subject. * Have a qualification which has prepared the applicant to teach Technology   and Design to ‘A’ Level and/or BTEC Level 3 Construction.   * Hold an accredited workshop competency qualification. | **Application Form** |
| **Experience**  **By date of appointment:**   * Have demonstratable recent experience of teaching Technology and Design in a Post-Primary School (including Teaching Practice) | **Application Form** |
| **Skills and abilities**   * Be a well-qualified, appropriately experienced and enthusiastic teacher, able to frame and articulate a vision for Technology and Design, Construction and related subjects in a changing educational world. * Be able to provide evidence of strong and effective leadership skills * Have practical skills in integrating ICT into teaching and coaching and using it as an administrative and communication tool. * Show evidence of high-quality organisational communication and interpersonal skills and have earned respect through commitment, proficiency and support for others. * Be self-motivated and transmit enthusiasm for the subject to young people who respond positively and seek to improve their own standards. * Combine personal qualities and professional attributes in providing effective leadership for colleagues to bring about continuous improvement. * Ability to deal with change and challenge. * Have evidence of ongoing commitment to co-curricular activities and identify the area in which they will sustain that commitment in Ballymena Academy. | **Application Form and Interview** |
| **DESIRABLE REQUIREMENTS** | **EVIDENCED BY** |
| **Qualifications/Experience**   * Have recent experience of teaching Technology and Design at GCSE Level. * Have recent experience of teaching Construction at GCSE Level. * Have recent experience of teaching BTEC Level 3 Extended Certificate in Engineering. * Have recent experience of teaching Technology and Design at Advanced Level. * Have qualifications, training and/or proven relevant experience to assist the school’s co-curricular programme in Sport, Music or Drama * Hold a grade (A\* - C) in Technology and Design at Advanced Level (or an equivalent qualification) * Have a strong academic background as evidenced by good ‘A’ Level, or equivalent, grades * Have demonstrated experience of suitability to teaching an additional subject in the Ballymena Academy Curriculum (excluding Learning for Life and Work). |  |

Essential and/or desirable criteria may be further enhanced for shortlisting purposes. Applicants should ensure the application form is completed carefully and accurately.

All appointments to Ballymena Academy are subject to the provisions of the Protection of Children and Vulnerable Adults (NI) Order 2003, and the Rehabilitation of Offenders (Exceptions) Order (NI) 1979. Applicants must disclose any convictions, spent or unspent or any charges outstanding. A security check is carried out. This appointment procedure is in keeping with Department of Education regulations on Child Protection.

The appointment process is scheduled to take place on **Friday, 16th May, 2025.**

The Job Description may be subject to amendment or modification from time to time, following consultations with the holder of the post, to meet the changing needs of the school.

**Additional information for Applicants**

Ballymena Academy prioritises learning and the interests of all pupils. The teacher’s role is central to all aspects of this school and teaching appointments are of key importance to Ballymena Academy’s continued success.

The time and effort required to conduct the appointments procedure fairly and effectively is an investment which this school makes willingly.

Shortlisted applicants are normally invited to visit the school, to meet the relevant Head of Department/Subject, to tour the school and to ask for clarification on matters pertaining to the post for which application has been made. Further details will be provided to shortlisted candidates in due course. Governors appreciate that applicants travelling from a distance or those with other commitments might not be able to take up such an invitation and that it has no part in the appointment procedure. The school website [www.ballymenaacademy.org.uk](http://www.ballymenaacademy.org.uk) is a very useful source of up-to-date information and gives a flavour of this school’s life and work.

Shortlisted applicants receive all relevant details.

**Appointment Schedule**

**Post advertised : Thursday, 10th April, 2025.**

**Applications close : 12.00 Noon – Thursday, 1st May, 2025.**

**Shortlisting process : Wednesday, 7th May, 2025.**

**Shortlisted applicants**

**informed per Telephone/**

**E-mail/Letter : Thursday, 8th May, 2025.**

**Appointment procedure : Friday, 16th May, 2025.**

**Ratification by**

**Board of Governors : Monday, 19th May, 2025.**

**RETURNING YOUR APPLICATION FORM**

Completed Application Forms should be e-mailed to [mbrown783@c2kni.net](mailto:mbrown783@c2kni.net) and must be received by **12.00 noon** on the closing date. Late, or faxed, Application Forms will not be accepted. Applications must be signed and digital signatures are acceptable.

It is the responsibility of the applicant to ensure that the application is received by the closing time/date and that the application form is completed accurately, as the information provided will be used in the shortlisting process.

Please ensure that when e-mailing the Application Form that the subject line is completed with the Job Title as indicated on the Application Form.

**WE ARE AN EQUAL OPORTUNITIES EMPLOYER**

**Privacy Notice**

The data contained in this application form will only be used for the purpose of progressing this application for employment. The sensitive personal data on the attached monitoring form will only be used to comply with the requirement of statutory legislation.

The company will not share any of the information provided in your application with any third parties for marketing purposes or store any of your information outside of the European Economic Area. The information you provide will be held securely by us and/or our data processors whether the information is in electronic or physical format.

We will use the contact details you provide to contact you to progress your application. We will use the other information you provide to assess your suitability for the role you have applied for. You do not have to provide what we ask but it might affect your application if you don’t.

We do not collect more information that we need to fulfil our stated purposes and will not retain it for longer than is necessary.