



CANDIDATE INFORMATION

for the exciting roles in our Education team:

Classroom Assistant

Permanent, full-time (part-time /job share will be considered)

Teacher (Mathematics)
(Full-time, term-time)

The Good Shepherd Centre, Greenock Road, Bishopton, PA7 5PW

Tel: 01505-864500

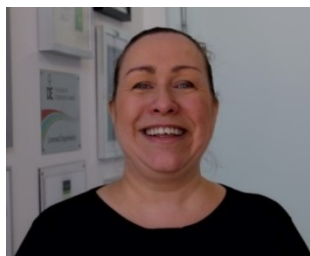
Email: applications@goodshepherdcentre.org.uk

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A message from the Director

Dear Applicant,



Thank you for your interest in the Good Shepherd Centre (GSC). Our work helps and supports young people who have experienced extreme difficulties in their lives to make sense of their experiences and build hope for the future.

We want to give you a flavour of who we are, what we do and why, and how we go about our work. We want to share the vision and values of Team GSC so that you understand what the rewards and challenges of working with us might be for you. We also want to tell you about the lives and experiences of young people who come to stay here with us.

In this pack, you will see that there are links to sections on our website which explain the purpose of GSC, how the different departments work together towards the best care, education and specialist support the young people who come to stay with us need and to the stories of the young people we support.

Everyone at GSC is committed to making a positive difference alongside and for young people. The Good Shepherd Centre's purpose is to provide a positive, life changing experience for young people through individual care, education and skills development. We do this through trying to make sure everything we do upholds the values and principles of kindness, respect, nurture, and relational and rights-based practice. This means we have a strengths-based approach, and we get to know and to understand each young person as an individual and build trust and positive relationships with them. We work with families and other adults in their life to support each young person to move forward from the often-extreme challenges and harm they have experienced.

There is a well know proverb or saying, which is common across several different African cultures and languages, which is *'It takes a village to raise a child.'* In the Kijita language the literal translation is that regardless of a child's biological parents, their upbringing belongs to the community. So, for the children and young people at GSC and in our care, we know this means a whole team/whole Centre approach and valuing every colleague in every job role; because whatever our role; we all play our part, working together in the best interests of the children and young people we support.

The GSC has made a commitment to [#KeepThePromise](#) and all our staff team will have a part to play as we further strengthen our care, education and health and wellbeing teams.

If you are committed to making a positive difference to the lives of vulnerable young people through being a positive role model for GSC, we'd love to hear from you.

We hope to meet with you to discuss this opportunity.



Alison Gough, Director, GSC

Introduction to the Good Shepherd Centre

“Our purpose is to provide a positive, life-changing experience for young people through individual care, education and skills development focused on promoting young people’s mental and emotional wellbeing and longer-term positive outcomes”

We are a Scottish charity that provides a secure care & intensive care service for vulnerable young people based in Bishopton, Renfrewshire and are privileged to be situated in a 38-hectare campus; within a beautiful countryside setting and stunning views over the Clyde estuary.

We support young people from the age of 12 up to 18 in secure care and 20 in close support care. We work alongside their families and the professionals involved in their lives, to make sense of their experiences and to build hope, coping skills and goals for the future.

Young people live in one of our 4 houses or cottages depending on the level of support required. They continue their education in our school on campus or attend further education out with the campus.

We offer a place of safety and nurture and a positive, holistic and strengths-based ethos.

GSC has gone through an exciting period of growth and we’re on a journey for a further period of change with strategic goals aligned with The Promise in place for 2021-2024. These goals are set to move the organisation forward confidently in the best interests of the young people and other stakeholders.

This is an exciting time to join Team GSC as the charity seeks to build on its strong reputation for relational based practice.

Context of Work

Young people are referred to us through the Children’s Hearing System and the Criminal Justice System. They have experienced difficulties in their lives, and many will have faced traumatic and harmful situations and may be experiencing psychological distress; mental health problems; and problems coping with managing feelings and day to day life.

Values

Our values are at the core of every decision we make as a team; we are **Kind, Nurturing, Resilient,** and **Rights Respecting**. In addition to our core values, ‘**Hope**’ has also been part of our ethos for a long time, as we believe without Hope we cannot achieve our goals.

Working for us

We have a caring, experienced and committed staff team. This multi-professional, multi-skilled team includes qualified and registered residential childcare managers and staff teams for each House, and GTC registered teachers within our Education Department. Our senior staff promote and model a positive, compassionate, strengths and relational based approach to all aspects of our work and encourage a culture and climate of ‘whole centre community’, where the dignity, needs and rights of the individual are respected at all times.

In addition to our residential care and Teaching staff, we have a number of other specialist practitioners including learning support staff with specific skills, Clinical and Forensic Psychologists and advisors, therapists, creative arts, sports and vocational coaches and tutors.

Team GSC includes c150 staff and our Director leads a Senior Management Team including:

- Head of Secure Care
- Head of Intensive Support & Throughcare
- Head of Education
- Head of Practice & Professional Development

Our structure



Organisational
structure.pdf

SSQR

You can read more about our work and outcomes for young people in our SSQR (2020-2021)

[Service Standards & Quality Reports - Good Shepherd Centre \(gsc.scot\)](#)

Care Inspectorate Report (2022)

We are very proud of our scores and the feedback we received from young people, staff, social workers and the care inspectors. You will find the full report for both secure and close support [here](#).



Classroom Assistant

Job Description

Position title:	Classroom Assistant
Reports to:	Principal Teachers
Contract Type:	Permanent
Position Type:	Full time, term-time (part-time/job share will be considered)
Hours of work:	35 hours per week
Salary guideline:	£19,315 per annum
Pattern of work:	Monday to Friday 8.45am – 4pm with a degree of flexibility

Purpose

The Classroom Assistant will promote effective learning & teaching in all classes under the direction and supervision of Education Managers and Class Teachers. They will uphold and promote the ethos and values of the Centre.

Key Responsibilities & Competencies

1. Assisting individual pupils and groups to undertake learning activities.
2. Assisting in managing pupil behaviour
3. Provide support for teachers while they perform their daily tasks.
4. Working with Education, Wellbeing & Social Care staff in providing a holistic approach to learning
5. Planning, preparation and engagement in extra-curricular activities/events
6. Handling routine administrative duties
7. Assisting in the coordination and implementation of safe movement
8. Preparation and maintenance of the physical environment

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> You must possess, be working towards or willing to complete equivalent qualifications recognised by the Scottish Social Services Council. This would be a minimum of a Higher National Certificate (in Social Services) and the Scottish Vocational Qualification at Level 3 or above in Social Services (Children and Young People). 	<ul style="list-style-type: none"> A Classroom Assistant qualification would be desirable although not essential
Experience	<ul style="list-style-type: none"> Experience of working with young people 	
Professional Registration	<ul style="list-style-type: none"> To maintain registration within employment/to register with the Scottish Social Services Council (SSSC) under the 'Residential Child Care Workers' category within the first six months of employment. This is a legal requirement within the Care sector for individuals to be registered under the correct category within the six-month timescale of the commencement of employment. 	
Professional Qualities	<ul style="list-style-type: none"> The ability to motivate and provide encouragement for young people. The ability to work well as part of a team. The ability to use one's own initiative. The ability to remain calm and patient under pressure. Tact and sensitivity A caring, approachable personality Sufficient literacy and numeracy skills 	
Personal Qualities	<ul style="list-style-type: none"> You must have inter-personal skills necessary for developing and maintaining positive relationships in a challenging environment. You must be interested in learning and demonstrate a willingness to be flexible and creative. 	

Teacher of Mathematics

Job Description

Position title:	Teacher of Mathematics
Reports to:	Principal Teachers
Contract Type:	Permanent
Position Type:	Full time, term-time
Hours of work:	35 hours per week
Salary guideline:	£28,113 - £42,336 plus additional £930 allowance
Pattern of work:	Monday to Friday 8.45am – 4pm with a degree of flexibility

Purpose

Teachers uphold and promote the ethos and active values of the GSC in being rights respecting, kind, nurturing, and resilient.

Teachers contribute to ensuring that the climate and learning environment at GSC is tailored and responsive to the learning needs and additional support needs of young people as learners. They promote a restorative and nurture-based approach to their teaching and professional practice, ensuring the highest standards of education and learning support for young people in a safe and positive environment. Teachers deliver a high-quality educational service to young people who are living in any of the care houses across Secure Care and Close Support.

Key Responsibilities and Competencies

1. Deliver high quality education to small classes of young people in a secure environment.
2. Contribute to the policies and procedures of the school.
3. Contribute to the self-evaluation process and the school and service improvement plan.
4. Implement school policies including policies and procedures for assessment, target setting and learning support.
5. Liaise with residential care staff and other professionals to develop strategies to support young people's educational attainment and behaviour and the setting of appropriate educational targets.
6. In conjunction with teaching and care staff, support the implementation of the IEPs for all young people.
7. Adhere to and advocate whole school and centre policies.
8. Develop, maintain, and monitor a safe working environment, including the management of health and safety systems consistent with legislation, current good practice and organisational policies and procedures.
9. Ensure that the preparation and content of appropriate reports for internal and external meetings are of a high standard in terms of content and accuracy
10. Ensure, create, and promote a safe and nurturing learning environment in which young people are able to grow and develop.
11. Support the development of materials relating to learning support, target setting, and the curriculum and presentation of candidates for external examination, where appropriate.
12. Support where appropriate the Scottish Qualifications Authority co-ordinator for the school, ensuring that all documentation and registrations are always up to date.
13. Receive allocated further tasks from the Education-Leadership Team
14. Support the Education Leadership Team in delivering the assessment processes and requirements of the school.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> A degree, teaching qualification 	<ul style="list-style-type: none"> Post graduate qualifications in relation to Learning Support
Experience	<ul style="list-style-type: none"> Experience of working with young people in a teaching capacity Experience of supporting young people through National Mathematics qualifications. 	<ul style="list-style-type: none"> Experience of working with care experienced and vulnerable young people Experience of working with young people with additional support needs Experience working within a looked after children's service/Education setting or secure school environment
Professional Registration	<ul style="list-style-type: none"> Full GTCS Registration 	
Professional Qualities	<ul style="list-style-type: none"> Commitment to Educational Values; Commitment to Learning & Continuing Professional Development Knowledge & Understanding of school improvement & strategies for improving performance and standards of self and pupils Maintaining & enhancing effective working relationships with staff Developing and maintaining professional partnerships with parents; pupils, outside agencies and the community Working within Professional Boundaries 	<ul style="list-style-type: none"> Supporting the development of systems for the management and evaluation of effective learning & teaching Developing and communicating school values; aims; policies and plans Monitoring and controlling the use of resources

Academic Year Calendar 2022-2023

The Academic Year 2022-23		
Term 1	Mon 15 th Aug – Fri 16 th Sept 2 Inservice Days (Mon 15 th & Tues 16 th August)	5 Weeks
Autumn Holiday	Mon 19 th Sept – Mon 26 th Sept	1 Week & 1 Day
Term 2	Tues 27 th Sept – Fri 4 th Nov 1 Inservice Day (Tues 27 th September)	5 Weeks & 4 Days
November School Closure	Mon 7 th Nov – Fri 11 th Nov	1 Week
Term 3	Mon 14 th Nov – Wed 21 st Dec 1 Inservice Day (Mon 14 th November) St. Andrews Holiday (Wed 30 th Nov)	5 Weeks & 2 Days
Winter Holiday	Thurs 22 nd Dec – Wed 4 th Jan	2 Weeks
Term 4	Thurs 5 th Jan – Fri 10 th Feb 1 Inservice Day (Thurs 5 th Jan)	5 Weeks & 2 Days
February School Closure	Mon 13 th Feb – Fri 17 th Feb	1 Week
Term 5	Mon 20 th Feb – Fri 31 st Mar 1 Inservice Day (Mon 20 th Feb)	6 Weeks
Spring Holiday	Mon 3 rd Apr – Fri 14 th Apr	2 Weeks
Term 6	Mon 17 th Apr – 19 th May May Day Holiday (Mon 1 st May) 1 Inservice Day (Mon 17 th Apr)	5 Weeks
May School Closure	Mon 22 nd May – Mon 29 th May	1 Week & 1 Day
Term 7	Tues 30 th May – Fri 30 th June Pre-Summer Holiday (Fri 30 th Jun)	4 Weeks & 3 Days
Summer School	Mon 3 rd Jul – Fri 14 th Jul	2 Weeks
Summer School Closure	Mon 17 th Jul – Fri 28 th Jul	2 Weeks
Summer School	Mon 31 st July – Fri 11 th Aug	2 Weeks

Benefits

Below is a summary of our typical Statement of Main Terms and Conditions of Employment.

We believe we offer a generous package of benefits to all our employees including:

Hours of work

Hours of work is 35 hours per week per the GSC's term time working arrangement.

Annual leave

Classroom Assistant. 32 days including public holidays. Pro-rata entitlements for part-time staff.

Teacher of Mathematics will accrue leave on the basis of 0.20513 of a day for each day worked, pro-rata for each part day worked. The standard leave year commences on 1 August each year.

Pension

Scottish Teachers' Pension Scheme and contribution to the scheme at the appropriate rate.

Enhanced Employer Pension contribution. Employees with permanent contracts, or temporary contracts lasting 3 months or more, become members of the Local Government Pension Fund, unless they apply to opt out. The employee contribution is based on salary level.

Life assurance. 3 x salary subject to being a member of the pension scheme.

Generous Occupational sick pay scheme entitlement

Other Benefits

- Cycle to Work Scheme
- Employee Assistance Programme
- Access to Blue Light Card scheme offering a range of discounts from large national retainers to local businesses in a wide range of categories including holidays, cars, days out, fashion, gifts, insurance phones and much more!
- Investment in workforce development
- On site car parking to name but a few

How to apply

We hope you have found the information in this pack both useful and informative.

If you are looking for a new and exciting role in the third sector and would welcome the opportunity to help young people achieve their potential, then working as part of our dedicated and experienced team may be a good move for you

Please note, as per our company policy, we are strictly unable to accept CV's.

To apply, please complete our application form available to download on our website at the link below and submit to applications@goodshepherdcentre.org.uk by the closing date. Alternatively you can request an application pack by email at applications@goodshepherdcentre.org.uk or by telephone on 01505 864500.

Pre-Employment Medical Questionnaires will be undertaken prior to confirmation of employment. All convictions whether spent or unspent must be declared. These posts are regulated work with children under the Protection of Vulnerable Groups (Scotland) Act 2007. The preferred candidate will be required to join the PVG Scheme or undergo a PVG Scheme update check. Where an individual has spent a continuous period of 3 months or more out with the UK in the last 5 years, an Overseas Criminal Record Check will be required. You will be required to provide this check. A confirmed offer of employment and commencement in the post will be subject to the outcome of both these pre-employment checks being deemed satisfactory.

Applications will be shortlisted for interview by matching the details given in their application against the job description and person requirements. We would therefore ask you to provide clear evidence to show how your experience, skills and knowledge match those requirements.

We are developing an innovative selection process to have a focus on values and engagement with young people.

Thank you for your interest in working with us. If you have any questions at all, please do not hesitate to contact either the contacts given herein for each job role or the HR department on 01505-864500.

Best wishes,

The Good Shepherd Centre



"Staff try to support you as much as possible to help you maintain a positive image for the future" Young Person

www.gsc.scot

