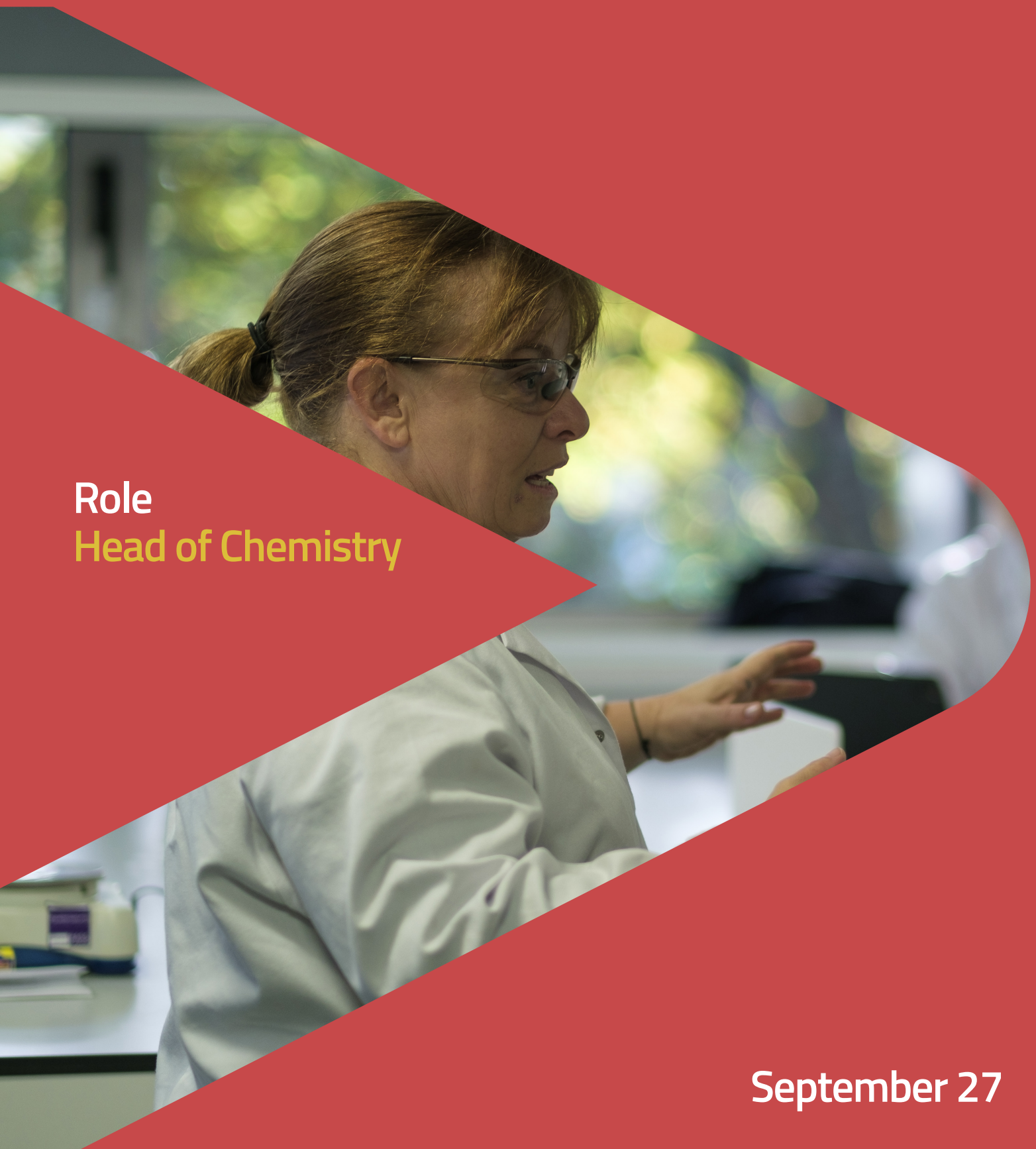
Working with us

The National Mathematics and Science College



Role

Head of Chemistry

September 27

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Introduction from the Principal



Thank you for enquiring about working here at The National Mathematics and Science College. I hope that the information presented in this pack will enable you to understand the role and the College better, and that having read these details, and visited the website, you will be excited about the prospect of working here.

It's our belief that Science, Technology, Engineering and Mathematics (STEM) subjects are more important today than they have ever been. For those students looking to excel in these areas the specialist education we provide is designed to enable them to thrive at GCSE, A-level and beyond. We recognise that a high-quality specialist education must go beyond the narrow confines of the curriculum, and must expose students to the breadth and joy contained within these subject areas in an integrated way which will allow our students to thrive at College, at University and beyond

Students of The National Mathematics and Science College go on to achieve at the highest levels, pushing the boundaries of our Mathematical and Scientific understanding. Our collective role is therefore to support them in establishing an effective foundation and help light the spark! We do all of this as part of a caring and supportive co-educational boarding and day community, which encourages students to think creatively about the links both within and outside of their subject domains. The ability for our students to live and study with people who share their interests and passions is priceless, and for many is truly transformative.

The National Mathematics and Science College is an inspiring place, where together we get to support the development of some exceptionally gifted young people!



Dr Andy Kemp
Principal

General Information about the College:

GO FURTHER, COME RUN WITH THE SWIFT!



The National Mathematics College is an elite STEM college which opened in 2016. The College is small in size (currently about 166 students) but big in ambition! We are designed to teach a sixth form curriculum, focusing exclusively on STEM subjects. We do this through four key programmes:

2 Year A-level programme

1 Year Pre-A-level programme, designed to act as a bridge to the two-year A-level programme for those who need to develop a foundation in their practical skills or English language skills.

1 Year Fast-track A-level programme – this is designed for students who have completed their school level studies internationally and want to convert to UK qualifications to apply to UK Universities.

2 Year Specialist STEM GCSE programme – this is a specially designed 2 year GCSE course focusing on STEM subjects (Mathematics, Further Mathematics, Statistics, Chemistry, Physics, Biology, Computer Science and English) augmented by our in house intersections programme which explores the arts and humanities through the lens of STEM.

2 Year Medical Pathway programme – this takes the standard 2 Year A-level programme and augments it with specialist preparation to apply to medical schools in the UK and internationally.

The College operates across the 15–20 age range, and is fully co-educational. The vast majority of our students are international, coming from over 30 nations at present.

Academic achievement of students at the College is exceptional. In 2026 our students achieved 72% A*/A grades at A-level with 44% of all grades being awarded the top A* grade. All of our students routinely take part in national and international competitions, where they achieve significant success. We believe the College to be the highest performing school in the UK in Olympiad competitions, on a per capita basis.

Students leave the College to study at the best universities in the UK and overseas. Since we opened, every student has gained offers from Russell Group universities. Almost half our students have gone onto study at G5 universities (Oxford, Cambridge, UCL, Imperial and LSE), with 1 in 4 students last year going to Oxford or Cambridge.

The College is situated in a modern building on the edge of Warwick University's campus in Coventry. Our boarders live in a purpose built residential block behind the teaching building which provides us with a collection of single en-suite rooms with shared communal kitchen/living spaces, alongside the College's Restaurant.

The College is a member of the Society of Heads (SoH), the Independent Schools Council (ISC), AGBIS, ISBA and a full member of the Boarding Schools' Association (BSA)

Leadership at The National Mathematics and Science College

The leadership of The National Mathematics and Science College is made up of:

Senior Leadership Team:

Principal – Dr Andy Kemp
Vice Principal (Operations) - Jon Wingfield
Vice Principal (External Relations & Development) – Dr Penny Robotham
Vice Principal (Pastoral & Boarding) - Charlie Turner
Vice Principal (Academic & Technology) - Martyn Colliver
Director of Finance & Resources - Chris Voisey



Working at The National Mathematics and Science College

College Year

The College year operates on a three-term basis, roughly in-line with those in other schools.

The Autumn and Spring terms have a mid-term break (typically a full-week) where the College closes but the residence stays open. We typically work through the summer half-term, finishing the term early to provide more teaching time for students with exams.

The Christmas is typically 3 weeks in length and the Easter break is typically 2 weeks, with the summer break covering most of July and August.

College Week

Teaching in the College takes place Monday to Friday during term-time between 08:30 and 16:00. In addition staff are expected to contribute towards weekend and evening activities at infrequent points throughout the year.

Lessons are 1 hour in length, and class sizes are typically in the 8-12 range, with an upper limit of around 14.

Academic Matters

All full-time teachers will be in charge of a tutor group of around 8–12 students. Towards the end of each half-term a report or assessment is given to each student which will then be discussed in tutor groups. As well as teaching their own academic discipline, most teachers are timetabled to teach as part of the societies and activities programme.

Life outside the Classroom

The College pays above the state sector salary scales in recognition for the extra commitment that is required by staff who work in an intense college environment.

The College runs an extensive co-curricular and super-curricular programme. There are a variety of clubs and societies run by staff and students that take place during the College day. There is also an extensive college trips programme both within the UK and to Europe and beyond.



Department & Role Information

Department Information

Chemistry is one of the core disciplines at The National Mathematics and Science College, attracting exceptionally able and enthusiastic students from around the world. Many aspire to study Chemistry, Natural Sciences, Medicine, Dentistry and related disciplines at the world's leading universities. The department delivers teaching across our Pre-A-Level and A-Level programmes, with an expanding role as the College introduces its new specialist GCSE provision from Setpember 2027. Teaching combines academic rigour with extensive practical work, encouraging students to think independently, develop sophisticated problem-solving skills and explore chemistry well beyond the examination specification.

The department has an exceptional record of academic achievement. In 2026, 85% of A-Level Chemistry grades were A*–A, with 100% achieving A*–B. Four students reached the top 30 nationally in the Royal Society of Chemistry Olympiad, six received prestigious Roentgenium Awards in the Cambridge Chemistry Challenge, and six achieved joint first place worldwide in the Avogadro Chemistry Competition. Students have also represented their countries at the International Chemistry Olympiad, including a silver medallist in 2025. Academic enrichment is integral to the department's work, with Olympiads, competitions, university visits, lectures and practical workshops providing opportunities for students to develop their passion for the subject.

The department benefits from a highly qualified and experienced team of specialist teachers, bringing together doctoral-level expertise, university teaching experience and significant involvement in national examinations and international Olympiads, supported by dedicated laboratory technicians. The successful candidate will have the opportunity to build upon these considerable strengths and lead the next stage of the department's development, particularly as the College moves into its new home in 2027, as part of Project Catalyst, with purpose-designed laboratories, including a research lab, and an expanded STEM curriculum.

Role Information

We are seeking a dedicated, enthusiastic and inspirational individual to join our team as Head of Chemistry. This is an exciting opportunity to lead an established and highly successful department, working alongside a talented and experienced team of specialist teachers who share a passion for their subject and a commitment to academic excellence.

The successful candidate will build upon the department's considerable strengths, providing academic leadership and fostering a culture of collaboration, innovation and continuous development.

An immediate priority will be to lead the development and introduction of our new GCSE Chemistry programme, ensuring that it reflects the College's distinctive approach to teaching and learning and provides an exceptional foundation for further study. The role offers an opportunity to shape the future direction of Chemistry at NatMatSci as the College enters an exciting new phase of its development.

Job Description

Main Purpose

To support the Principal and the Vice Principal (Academic & Technology) in the strategic development, leadership and management of the academic life of the College, as an active member of the Academic Committee, with specific responsibility for the leadership and management of the Chemistry Department.

Reporting to:
Vice Principal (Academic & Technology)

Teaching & Learning

- Lead the development of teaching and learning in the department.
- Lead the department's work in developing suitable learning resources, including digital resources.
- Organise setting and grouping arrangements as appropriate.
- Oversee and monitor the marking and moderation of assessments, and where relevant coursework, for public examinations.
- Ensure that assessment of students is regular, appropriate and thorough and that departmental and whole college policies are followed for reporting and recording the progress and attainment of students.
- Liaise with the Vice Principal (Academic & Technology) to ensure the process for data collection is reliable, valid and appropriate for effective student tracking.
- Review internal and external examination results and make recommendations based on these reviews.
- Analyse benchmark test results and the use of tracking data to inform teaching and learning.
- Liaise with tutors and relevant staff in relation to any classroom management concerns within the department.
- Oversee the development and implementation of policy and practice in ensuring effective learning environments, including the presentation and management of classroom and other teaching spaces, displays and promoting positive behaviour management within the department.
- Support the Vice Principal (Academic & Technology), as required, on whole-college teaching and learning initiatives.

Curriculum design and delivery

- Support the Vice Principal (Academic & Technology) with the ongoing monitoring and review of the implementation of the curriculum.
- Co-ordinating lesson observations/work scrutiny within the department.
- Contribute to the wider management of the College, including by taking responsibility for relevant components of the academic development plan, as required.
- Plan, implement and review the curriculum for Pre-A, GCSE and Sixth Form.
- Support the Vice Principal (Academic & Technology) and educational visits co-ordinator with the development and implementation of an outstanding programme of academic co-curricular activities across the department.

Enrichment & Competitions

- Co-ordinate the department's approach to chemistry enrichment, including management of the departments 'problem boards' and contributions to House competitions.
- Identify and co-ordinate the College's involvement in suitable national and international competitions and challenges. At the moment the department enters: RSC Chemistry Olympiad, C3L6 Cambridge Chemistry Challenge, Avogadro Competition, CHEM13 and Chemistry Race.
- Co-ordinate the support for students preparing for university entrance exams related to chemistry.

Job Description

Outreach

- Co-ordinate the department's contribution to the College's outreach. This might for example include: developing and running local/national/international competitions, open access webinars or sharing enrichment materials for other schools.

Staff training and development

- Support the Vice Principal (Academic & Technology) to review, devise and implement, as required, academic and pedagogical induction and support for new staff and INSET and CPD for all teaching staff.
- Make sure that departmental INSET/CPD is appropriately planned and delivered.
- Develop approaches to teaching and learning with the department to ensure that suitable differentiation across the ability range is embedded within classroom practice.
- Undertake lesson observations, appraisals and performance management processes as appropriate.

General Administration

- Produce and update annually a department handbook including departmental policies and schemes of work.
- Prepare an annual budget for resources, equipment and other teaching materials.
- Organise and check public examination entries with the Examinations Officer.
- Work with the Science Technician team to ensure that stock and equipment are stored, cared for and used appropriately.
- Advise on the deployment of staff and the allocation of curriculum time for the construction of the timetable.
- Communicate with members of the department as needed including in regular minuted departmental meetings.

Library and learning resources

- Contribute to the development of the library and learning resources strategy, with particular regard to resources required by the department to support student learning and engagement.
- Promote the effective use of learning resources among students and colleagues.

Other responsibilities

- Attend and participate in Academic Committee meetings and any subsidiary committees or working groups as required.
- Contribute to the safe and effective running of the College site through duty rotas, as required.
- Contribute to the admisssions process for students, as required.
- Contribute to marketing and communications, as required.
- Contribute to the recruitment of chemistry teachers and other staff, as required.

General Responsibilities

- Act as an excellent ambassador for the College at all times.
- Undertake other duties as agreed with the senior leadership team.
- Build and maintain good working relationships with all colleagues.
- Work at all times towards the aims and goals of the College and any individual objectives and targets you may have agreed.
- Proactively identify areas for improvements within the College.
- Actively promote the Equality & Diversity Policy, encouraging staff awareness and participation in all areas.
- Adhere at all times to the College's operational and employment policies and procedures.
- Take care of your own health and safety and that of people who may be affected by what you do (or do not do).

Job Description & Person Specification

- Co-operate with others on health and safety and not interfere with, or misuse, anything provided for your health, safety or welfare.
- Act in accordance with the Data Protection principles at all times and adhere to the College's Privacy Notice and ensure private and confidential data is kept secure and disposed of in the appropriate manner.

Teaching, Tutorial and Co-curricular expectations

- An allocation of around 3 hours per week of non-contact periods to support the delivery of the head of department role.
- Pastoral Tutor.
- Contribute to the delivery of the wider co-curricular and super curricular programme.

This job description is not necessarily comprehensive and the post holder will be required to carry out such other duties as may be reasonably required within the general scope and level of the post.

Person Specification

Qualifications & Professional Knowledge

Essential:
- Chemistry Degree.
- Excellent subject knowledge across Chemistry, including the ability to teach confidently at GCSE, A Level and beyond.
- A thorough understanding of relevant GCSE and A Level Chemistry specifications.
- A clear understanding of effective teaching, learning, assessment and curriculum development.

Desirable:
- A higher degree or additional qualification in Chemistry.
- Experience of preparing students for university entrance, Chemistry Olympiads or other academic enrichment opportunities.

Personal Qualities & Professional Attributes

Essential:
- A passion for Chemistry and a commitment to sharing that enthusiasm with students and colleagues.
- Excellent communication, interpersonal and presentation skills.
- The ability to lead with integrity, fairness, professionalism and emotional intelligence.
- A collaborative approach and the ability to build productive working relationships across the College.
- Resilience, adaptability, initiative and sound professional judgement.
- Strong organisational skills and the ability to manage competing priorities effectively.
- The ability to act as a positive role model for students and colleagues.

Desirable:
- A willingness to contribute to the College's public profile through academic enrichment, outreach, partnerships or engagement with the wider scientific community.

Teaching & Learning

Essential:
- A proven record of excellent classroom teaching and the ability to inspire enthusiasm for Chemistry among students of differing ages and abilities.
- The ability to make complex scientific concepts accessible, engaging and intellectually challenging.

Person Specification

- A commitment to high academic standards, student progress and the achievement of individual potential.
- The ability to plan, deliver and evaluate well-structured lessons that promote curiosity, independent thinking, problem-solving and scientific enquiry.
- A secure understanding of assessment for learning, effective feedback, differentiation and the use of assessment data to inform teaching.
- The ability to support students with a range of learning needs and to stretch and challenge the most able.
- A commitment to practical Chemistry and the development of students' experimental, analytical and investigative skills.
- The ability to create a positive, inclusive and well-managed learning environment in which students feel confident to ask questions, take intellectual risks and learn from mistakes.

Desirable:
- Experience of developing interdisciplinary links between Chemistry and other STEM subjects.
- Experience of using technology effectively to enhance teaching and learning.

Leadership & Departmental Management

Essential:
- The ability to provide clear, strategic and inspirational leadership for Chemistry within the wider science department.
- The ability to develop and implement a coherent, ambitious and progressive Chemistry curriculum that builds knowledge and skills from GCSE through to A Level and beyond.
- Experience of monitoring and evaluating teaching, learning, student progress and departmental standards.
- The ability to use examination results and other assessment information to identify strengths, address under performance and improve outcomes.
- Strong organisational and administrative skills, including effective managment of resources, schemes of work, assessment schedules and departmental documentation.

Desirable:
- Previous experience of leading a subject or department, or of undertaking significant curriculum leadership responsibilities.
- Experience of recruiting, mentoring, developing and appraising colleagues.
- Experience of managing a departmental budget and overseeing the use of laboratory resources.
- Experience of preparing for external reviews, inspections or quality assurance processes.

Practical Work, Health & Safety

Essential:
- A thorough understanding of safe practice in Chemistry laboratories including the handling, storage and disposal of chemicals.
- A commitment to ensuring that all practical activities are carefully planned, supervised and conducted in accordance with current health and safety requirements.
- The ability to work collaboratively with laboratory technicians to ensure the effective preparation, maintenance and organisation of practical resources.

Desirable:
- Experience of developing practical programmes that support examination requirements and extend students' experimental skills.
- Experience of reviewing departmental risk assessments, laboratory procedures and practical resource requirements.

Safeguarding

Essential:
- A commitment to safeguarding and promoting the welfare of children and young people, with an understanding of the responsibilities placed upon all members of college staff.

Pay and Remuneration

Pay:
The National Mathematics and Science College operates on its own pay structure, and typically pays significantly above the state sector equivalents, with separate allowances for promoted posts.

Accommodation:
We are unfortunately unable to offer accommodation to most staff, and, therefore, the opportunities for staff accommodation are tied to a small number of boarding roles.

Staff Development:
The College is an incredibly exciting, unique and transformational place to work, live and learn. Staff are trusted and supported within an environment which places great emphasis on regular improvement and engagement in a broad range of professional development activities to suit individuals' needs. Initiatives are innovative, research-informed and, wherever possible, collaboratively designed and run. This all helps to keep College staff at the vanguard of international teaching and learning development and enable personal development to be a whole school, cultural, priority.

Other Benefits:

Meals are provided free of charge during term time

Pension Scheme

Optional Healthcare Scheme

Free parking (subject to availability) is available at the College.

Staff Discount:
Children of staff can be educated at the College (subject to meeting the normal entry requirements) and, at the discretion of the Principal, may receive a tuition fee reduction.





Where is the College?



The National Mathematics and Science College is situated on the edge of Warwick University in the leafy and picturesque area of Westwood Heath. It is easily accessible by rail, bus and car.



Safer Recruitment

The National Mathematics and Science College fully recognises its responsibility to safeguard and promote the welfare of the children and young people in their care. This responsibility encompasses the following principles:

- To protect children from harm (maltreatment).
- To prevent impairment of children's health and development.
- To ensure that children are growing up in circumstances consistent with the provision of safe and effective care, thus enabling those children to have optimum life chances and to enter adulthood successfully.

The College addresses its commitment to these principles through ensuring all reasonable measures are taken to minimise the risk of harm to children's welfare. These include:

- Ensuring safer recruitment practice.
- Ensuring through training that all teaching and non-teaching staff are aware of and committed to the Safeguarding Policy and Child Protection Procedures.
- Adopting a Staff Code of Conduct.
- Establishing a positive, supportive and secure culture in which children can learn and develop, together with a school ethos which promotes in all pupils a sense of being valued, listened to and respected.
- Including in the curriculum, activities and opportunities for PSHE which equip students with the skills they need to stay safe from abuse and radicalisation, and which will help them develop realistic attitudes to the responsibilities of adult life.
- Providing pastoral support that is accessible and available to all students and ensuring that students know to whom they can talk about their concerns.

Equal Opportunities

The National Mathematics and Science College is committed to providing equality of opportunity for all. The College will not discriminate either directly or indirectly on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or age (please refer to separate policies for full details).



Safer Recruitment

Safer Recruitment Policy
A copy of our Safer Recruitment Policy will be included with any job advertisement.

The College is legally required to carry out a number of pre-appointment checks which are detailed in their Safer Recruitment Policy. This includes a requirement under paragraph 294 of Keeping Children Safe in Education (September 2026) to ask shortlisted applicants to provide certain information that is relevant to their suitability to work with children.

As the role you have applied for is exempt from the Rehabilitation of Offenders Act 1974, the College is permitted to ask you to declare all convictions and cautions (including those which would normally be considered 'spent') in order to assess your suitability to work with children. However, you do not have to disclose a caution or conviction for an offence committed in the United Kingdom if it has been filtered in accordance with the DBS filtering rules.

If you are shortlisted for interview, you will be required to complete a Suitability to Work With Children Self-Declaration Form and to return it to the College prior to interview, or on your interview day. Your interview will not take place if you do not complete, sign and return this form.

Having a criminal record will not necessarily prevent you from taking up employment with the College. Instead, the College will assess each case on its merits and in accordance with the Safer Recruitment Policy.

Criminal Records
The role you have applied for meets the legal definition of regulated activity with children.

PLEASE BE AWARE THAT IT IS UNLAWFUL FOR THE COLLEGE TO EMPLOY ANYONE TO WORK WITH CHILDREN IF THEY ARE BARRED FROM DOING SO AND IT IS A CRIMINAL OFFENCE FOR A PERSON TO APPLY TO WORK WITH CHILDREN IF THEY ARE BARRED FROM DOING SO.

If you are successful in your application, you will be required to complete an Enhanced DBS Disclosure Form (with barred list check).

Employment with the College is conditional upon the College being satisfied with the result of the Enhanced DBS Disclosure and Barred List Check.





Application and Recruitment Process

Application form

Applications will only be accepted from candidates completing our application form in full. CVs will not be accepted in substitution for completed application forms.

References

We will seek references on shortlisted candidates prior to interview and may approach previous employers for information to verify particular experience or qualifications. The College will not accept open references.

If you are currently working with children, on either a paid or voluntary basis, your current employer will be asked about disciplinary offences, including disciplinary offences relating to children or young persons (whether the disciplinary sanction is current or time expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any enquiry or disciplinary procedure.

Any reference from a candidate's current employer must be completed by a senior person with appropriate authority. If the referee is school or college based, the reference should be confirmed by the headteacher/principal as accurate in respect of any disciplinary investigations.

If you are not currently working with children but have done so in the past, that previous employer will be asked about those issues. Where neither your current nor previous employment has involved working with children, your current employer will still be asked about your suitability to work with children, although you may where appropriate answer not applicable if your duties have not brought you into contact with children or young persons.

You should be aware that provision of false information is an offence and could result in the application being rejected or summary dismissal if the applicant has been selected, and possible referral to the police and/or the DfE Children's Safeguarding Operation Unit.

Equal Opportunities

The National Mathematics and Science College is committed to providing equality of opportunity for all. The College will not discriminate either directly or indirectly on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or age (please refer to separate policies for full details).



Invitation to Interview

If you are invited to interview this will be conducted in person and the areas which it will explore will include suitability to work with children.

An online search to help identify any incidents or issues which may have happened, and are in the public domain, which the College may wish to explore during interview will be carried out as part of the shortlisting process and in line with safer recruitment processes.

All candidates invited to interview must bring documents confirming any educational and professional qualifications that are necessary or relevant for the post (e.g. the original or certified copy of certificates, diplomas etc). Where originals or certified copies are not available, for the successful candidate, written confirmation of the relevant qualifications must be obtained from the relevant awarding body.

All candidates invited to interview must also bring with them:

- Current driving licence (both paper copy and photo ID as applicable)
- Current (or expired) passport or a form of identification which is proof of your right to work in the UK.
- A full birth certificate
- A utility bill or financial statement showing your current name and address (which is no more than 3 months old)
- Proof of national insurance number (NI card, P45 or P60)
- Where appropriate any documentation evidencing a change of name e.g. marriage certificate, deed poll document.

THESE DOCUMENTS MUST BE ORIGINAL.

Closing Date: 12 noon, Friday 13th November

Applications will be considered as they arrive and we reserve the right to close the vacancy early. Early applications are therefore encouraged.

Informal enquiries prior to application welcome. Please email hr@natmatsci.ac.uk





Conditional Offer Of Appointment

Any offer to a successful candidate will be conditional upon:

- Receipt of at least two satisfactory references (if these have not already been received)
- Verification of medical fitness via a medical questionnaire
- Verification of identity and qualifications
- A Disclosure and Barring service check
- A satisfactory Enhanced DBS check
- Verification of professional status such as TRA registration, QTS Status (where required), NPQH
- (For teaching posts) verification of successful completion of statutory induction period (applies to those who obtained QTS after 7th May 1999)
- Where the successful candidate has worked or been resident overseas, such checks and confirmations as the College may require in accordance with statutory guidance
- A check that the candidate is not subject to a prohibition order issued by the Secretary of State
- Evidence that you have not been prohibited from participating in the management of independent schools (Section 128 check)
- Satisfactory completion of a six months probationary period

Contact details

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