

Guidance on completing your Primary ECT Pool Application 2023

Thank you for your interest in applying for an ECT post with ConnectEd Partnership and The City of Wolverhampton Council.

The pool is open to applicants who will be completing their teacher training and gaining QTS in 2023.

The ECT Pool for Wolverhampton is being coordinated and managed by ConnectEd Partnership on behalf of, and in partnership with, Wolverhampton primary schools and The City of Wolverhampton Council.

As a partnership we are committed to recruiting the best possible teachers to our schools who share our vision, desire, and passion to improve the opportunities and outcomes for the children and young people in all our partner schools.

Our application process is simple and supportive and if you are successful, great support and professional development opportunities are on offer, as is the chance to work in some wonderful culturally rich schools.

Please find below some important information and guidance notes to help you complete your application.

Key Dates

Wednesday 7th December 2022	Primary Pool opens for applications
Friday 17th February 2023	Primary Pool closes for applications
W/C 27 th February 2023	Successful applicants will be notified of their interview date
W/C 20 th March 2023 (TBC)	Face to face interviews
Wednesday 27th March 2023	ECT Pool goes live

The Application Process

Following the closing date, your application will initially be reviewed by a panel of experienced headteachers from across schools in Wolverhampton. If you are successful, you will be notified week commencing **27th February 2023** of your interview date and further details via email and text, so please ensure you enter your contact details correctly on the application form.

Interviews will take place with a panel of headteachers face to face week commencing **Monday 20th March 2023 (TBC)**. We will offer supportive feedback to those applicants who are not successful in gaining an interview.

Completing your application

When completing your form, you are advised to refer to the generic ECT Job Description and Person Specification which outline specific ECT duties so you can explain as fully as possible your relevant experience, skills, abilities, and knowledge within the word count limit. Please make sure to complete your application in full otherwise it will be returned to you. You are advised to check your application for spelling, punctuation, and grammar before submitting it, as it is likely to be rejected if errors appear on your form.

References

You are required to provide contact details of two referees on your application form:

- 1) Your University/College tutor
- 2) Headteacher or appropriate representative where you have undertaken your most recent teaching practice

Please ensure you download and forward the Reference Request Form, Job Description/Person Specification to your referees and ask them to return the completed form to:

bookings@connectedpartnership.com **By Friday 17th February 2023**

Submit your completed application by Friday 17th February 2023 by 5pm.

The Interview

Face to face interviews will take place week commencing **Monday 20th March 2023 (TBC)** by a panel of headteachers and local authority education team officers. You will be asked a series of questions relating to the Teachers' Standards and your experiences that will assess your suitability to teach. The interview will last approximately 30-40 minutes. You will not be expected to prepare a presentation, but you may wish to bring examples of lesson plans and resources that you have worked on in your placements. Based on your interview you will be assessed as being highly recommended, recommended or not recommended for the pool.

What happens next?

In the days following your interview you will be notified by email and/or text message if you have been recommended for the pool. We will offer supportive feedback to those applicants who are not successful in gaining a place on the pool.

The ECT Pool will be made available to schools on **Monday 27th March 2023 (TBC)**. Headteachers looking to recruit ECTs from September 2023 will have access to your application form, references and the outcome of your interview.

Following the opening of the pool, you may be contacted by a number of schools via by email or phone inviting you to either have a formal discussion in person at their school or over the phone. You need to be prepared to receive this communication from schools and out of courtesy, please respond to all emails and phone messages you receive. If you are unavailable or not interested in working at a particular school, please let them know as soon as possible.

NB. Your application maybe shared with schools outside Wolverhampton, unless you have indicated otherwise on your application.

If you are successful in gaining a post at a school and accept it, you must inform us immediately so your application can be removed from the pool. This will avoid any unnecessary and time consuming contact being made with you.

For further information please contact bookings@connectedpartnership.com and mark it for the attention of Harinder Jandu (Partnership Development Manager).