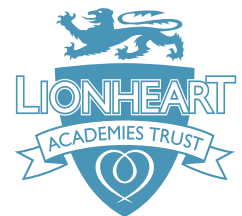


NQT

Applying for your first teaching post



What do you want?

- Age range
- Location
- Type of school
- Social demographic
- Ofsted category
- Types of contract available (temporary or permanent?)

Research

- Subscribe to TES Jobs online
- School website
- Ofsted report
- Other contacts
- School visit
 - Start/end of day
 - ‘Official’ visit
- What NQT provision do they have?

Preparation

- Set up references; use people who will talk you up and who know you well (in a professional capacity)
- Look for breadth in your references and try to use people from different institutions.
- Most employers will also ask about attendance

Application

- Most applications will require a letter and a form
- Do not include anything that isn't requested
- Read the information carefully and ensure that you address the areas of focus
- Ensure that all information is relevant
- Allow time to proof read your application

Letter

- Areas to consider:
 - Your approach to teaching/educational philosophy
 - Passion for your subject
 - Why you want to work *there*
- Structure your letter thematically rather than chronologically
- Pay attention to detail
- What can you bring to the school & students?
- No more than two sides of A4