Job Description

Job Title:	MFL Trust Wide Subject Lead – Secondary
Salary & Benefits:	£50,000 to £60,000 depending on experience. Excellent contributory pension scheme and benefits
DRET purpose:	Giving our young people access to a world-class education and enrichment experiences is what drives us. Our students benefit from a wealth of opportunities to develop, learn and lead. From the classroom, to cultural visits, sports, music and arts and engaging with our local communities, the rich and varied experiences we create help fuel ambition and unlock potential. The education and experiences equips our young people with the leadership skills, team spirit, resilience and confidence to become outstanding citizens.
Job Purpose:	To be responsible for leading MFL subjects across secondary academies within the Trust.
Background:	We are located in Northamptonshire, Lincolnshire and the Yorkshire/ Humber region. The network is a mix of primary, secondary and special academies. You will be based at our HQ in Grantham, Lincolnshire with regular travel each week across our regions.
Key Relationships:	
Internal:	Trust Executive/Senior Management Team, Academy Head Teachers, Leaders, Staff and Pupils, other subject leaders
External:	Other Multi Academy Trusts, MFL subjects Subject Associations etc., outstanding practitioners
Reporting To:	Director of Secondary Education

KEY RESPONSIBILITIES

KEY DUTIES AND RESPONSIBILITIES

To work with the academies and partner schools to drive up standards of student attainment and achievement in MFL subjects in each of the Trust's secondary academies.

To monitor and evaluate the work of MFL subject departments and to build their capacity to improve through mentoring, coaching, professional development and performance management as appropriate.

To teach key examination groups from time to time in particular academies when the need arises.

Lead MFL subjects within academies where urgent intervention is required.

To identify best practice and ensure this is embedded, shared and disseminated across the Trust.

As needed to lead MFL subjects across both the primary and secondary sectors within the Trust to ensure consistency of approach toward a common Trust standard.

MAIN DUTIES

To work with secondary academies in order to support MFL subject departments to achieve measured improvement in order to achieve demanding targets. In particular:-

- To define and police the DRET standard in MFL subjects across all academies.
- To lead Trust-wide on training, moderation and evaluation on MFL subjects.
- To lead on research based projects to draw out best practice from within and from the highest performing providers; ensuring this is standardised across the network to a common standard.
- To lead on common assessment processes and procedures for MFL subjects, ensuring a consistent approach that leads to improved outcomes.
- To lead by example as an MFL subjects specialist, working in academies to improve the quality of teaching and learning.
- To continuously improve DRET provision, updating and enhancing the standards through effective collaboration with practitioners within and beyond the Trust
- To lead the subjects within academies where urgent intervention is required

To undertake departmental reviews and produce action plans to raise standards.

To critically analyse and interpret data from a range of sources to identify appropriate departmental improvement strategies and so ensure challenging targets are set and achieved.

To pro-actively ensure appropriate intervention strategies are put in place when needed so that academies/departments meet their MFL subject targets.

To provide targeted and intensive professional development and interventions with students and MFL subject departments.

To coach and mentor MFL subject staff and contribute to performance management arrangements as required.

In conjunction with the Director of Secondary Education and others, build external contacts with universities, MFL subject associations and other bodies on behalf of the MFL subject departments in the Trust.

Establish a bank of high quality materials, including teaching materials and schemes of work on "Freedom", the Trust Intranet, to be accessed by subject staff across the Trust.

To lead Trust master classes or revision schools in MFL subjects for secondary academies. To lead on improving the Trust strategy for MFL subjects in secondary education and ensure targets relating to this are met.

From time to time, to teach key MFL subject classes in particular academies when required and/or to act as interim MFL subject leader when a need arises.

Work with Principals, Senior Managers and Academy Leaders as appropriate to ensure high quality recruitment, selection and retention of subject staff.

To maintain appropriate records of work undertaken and report orally and in writing in a manner which ensures high levels of accountability to the Director of Secondary Education, CEO and Head Teachers.

To promote and safeguard the welfare of the children and young people that they are responsible for, or come into contact with.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from those in a position of responsibility to undertake work of a similar level that is not specified in this job description.

DIMENSIONS OF THE JOB

Must comply with all policies and procedures, specifically those relating to safeguarding, child protection, health, safety and security, equal opportunities, confidentiality and data protection.

Works within broad practice and managerial direction making decisions that positively impact upon raising student attainment in MFL subjects in Secondary Academies across the Trust.

PERSON SPECIFICATION

Education & Qualifications

Degree in MFL

Qualified teacher status with at least 3 years teaching experience with teaching of A-Level MFL subjects

Specialist Knowledge & Skills

Evidence of being an excellent teacher.

Strong knowledge of the national curriculum programme of study for MFL subjects and of current

subject developments.

Ability to plan and deliver effective training and development programmes which meet identified needs within the academies.

To have the resilience and ability to plan individual programmes of work and achieve designated targets.

Relevant Experience

Clear evidence of having raised standards of achievement at all levels. Successful experience of curriculum development.

Experience in observing and evaluating teacher quality, and providing effective feedback.

Experience of setting specific targets and managing improvement across a Key Stage or more widely.

Evidence of having supported other staff in a coaching or mentoring capacity.

Recent experience of providing professional advice and excellent understanding of curriculum and pedagogical issues relating to MFL subjects, including latest inspection and research findings.

Interpersonal & Communication Skills

Ability to clearly articulate a vision for the future of the subject which enthuses and motivates.

Good influencing/negotiating skills.

Additional Requirements

Extensive knowledge of MS Office with excellent ICT skills.

Current driving licence

Ability to work flexibly, including some weekends, evenings as and when required.

Applicants should note that David Ross Educational Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All successful applicants will be required to undertake an Enhanced DBS check.