



City Heights E-ACT Academy

Curriculum Director of Modern Foreign Languages

DELIVERING EDUCATIONAL EXCELLENCE

The role

We need an exceptional person with determination, focus and a broad understanding of the features of an outstanding school necessary to help create a high-attaining learning community at City Heights E-ACT Academy.

As Curriculum Director of Modern Foreign Languages you will work very closely with the academy leadership team to turn this vision into practice and to secure excellence across all areas of academy practice. You will ensure that City Heights provides a rich curriculum in Humanities which is supported by outstanding teaching and learning, high quality assessment and a range of activities which enrich the curriculum experience for students. Your role will be critical in supporting the academy to deliver outstanding outcomes.

As Curriculum Director of Modern Foreign Languages you will work with colleagues to establish a broad and exciting learning experience which develops and stretches students in their learning and creates an excitement for learning across the academy.

You will be line-managed by a member of the academy leadership team who will support you in developing your curriculum and creative classroom practices. You will also work closely with the other Curriculum Directors to ensure that opportunities for students to develop their broader learning skills and confidence are planned in a structured and coherent manner.

JOB DESCRIPTION

Job Title :	Curriculum Director of MFL
Line Manager:	Principal, Vice Principal or Assistant Principal
Leads and manages:	Curriculum teaching staff

Purpose of Role:

You will be part of the Middle Leadership Team with team responsibility for supporting the development of the vision and for joint strategic planning and operational delivery of curriculum, teaching and assessment.

You will contribute to the Academy Development Plan and the academy self-evaluation form

You will promote the highest standards of teaching and learning within your curriculum area, share best practice with other curriculum areas and develop the whole academy model for outstanding practice

You will develop a curriculum which emphasises and supports our specialism through reference to elements of the culture, history and science of Spanish-speaking countries

You will be responsible for the financial and resource management within your curriculum area as well as the performance management of your team

You will liaise with E-ACT's education team to ensure that the academy is contributing to and following best practice across the group

Key responsibilities

- 1. To assist in the development of the vision/values and principles of the academy to ensure an outstanding education is available to all students.**
- 2. To support the strategic management of the academy through the development, management and evaluation of the effectiveness of policies, projects and programmes.**
- 3. To ensure effective supervision and performance management arrangements are in place for your team.**
- 4. To promote ethnically sensitive and anti-discriminatory practice and ensure that equal opportunities and health and safety policies and procedures are fully integrated into the work of the academy.**
- 5. To work with the Academy Leadership Team, to ensure that they receive information and reports as required, in particular as pertaining to the delivery of your curriculum and the performance of your team.**

6. With other members of the middle leadership team, to engage with students to explore their views on their learning experiences at the academy.
7. To be mindful of the emotional well-being of staff within your team and to engage positively with our community of students and families
8. To take on broader middle-leader responsibilities which are agreed with the Principal once the full middle leadership team has been appointed.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

Curriculum Director of Modern Foreign Languages – Person Specification		
	Essential	Desirable
Education, Training and Qualifications <ul style="list-style-type: none"> Degree or equivalent Qualified teacher status Evidence of and commitment to continuing professional development 	✓ ✓ ✓	
Experience, Knowledge, Skills/Competencies <ul style="list-style-type: none"> Successful secondary school teaching experience with experience of teaching across the age and ability range At least 3 years' experience working in a challenging urban context Successful contributions to curriculum development within your subject area Knowledge of a creative range of pedagogic approaches to delivering your subject Evidence of developing extra-curricular opportunities which support engagement with your subject Experience of working in a recently-opened school/academy Experience of Ofsted inspection processes 	KS3/4 ✓ ✓ ✓	KS5 ✓ ✓ ✓
Leadership <ul style="list-style-type: none"> Evidence of leadership impact on a curriculum or whole-school project Demonstrable ability to manage the process of change effectively Contribution to staff professional development sessions Demonstrable ability to motivate, develop and inspire staff and to encourage student and parental involvement 	✓ ✓ ✓	✓

	Essential	Desirable
Teaching <ul style="list-style-type: none"> • Teaching judgements that are regularly at least “good” and sometimes “outstanding” • Supporting/coaching colleagues in developing their classroom practice • Experience of using assessment data to inform appropriate teaching and learning • Evidence of subject enthusiasm and involvement with wider subject associations or networks 	✓ ✓ ✓ ✓	
Developing Literacy and Numeracy and high ability provision <ul style="list-style-type: none"> • A secure understanding of best practice in developing literacy and numeracy skills • Experience of developing a literacy or numeracy strategy within your subject area • Knowledge of best practice in developing teaching practices which stretch and engage the most able 	✓	✓ ✓
Stakeholder Engagement <ul style="list-style-type: none"> • Ability to work with students to ensure their views and opinions are heard • Successful engagement with Senior Leadership Team • Evidence of working effectively with members of the local community • Evidence of effective collaboration with other education providers and agencies, including cross-phase partners 	✓	✓ ✓ ✓
Personal Attributes <ul style="list-style-type: none"> • Resilience, the ability to work under pressure and be able to meet deadlines • Ability to think strategically, creatively and to prioritise • Excellent communication skills (including written, oral and presentation skills) • Excellent interpersonal skills • Secure record of good attendance and punctuality • A commitment to E-ACT’s vision, values, aims and the objectives of its academies programme 	✓ ✓ ✓ ✓ ✓ ✓	