**Job Description**

**MFL Teacher**

This job description must be operative within the context of, the Mission Statement of the school, TDA Professional Standards and the School’s Pay Policy 2017.

**Responsibilities:**

* To teach engaging, differentiated well planned lessons to students within your assigned classes.
* To support student intervention and literacy strategies across the department.
* To contribute to the Departmental Development Plan.
* To support the school behaviour policy.
* To support the Head of Department and subject leaders in the monitoring of record keeping – electronic trackers; reports home and class registers.
* **It is the duty of every member of staff to safeguard children, in accord with the Mission of the College and pertinent policies**.
* The ability to converse at ease with customers and service users and provide advice in accurate spoken English is an essential requirement of this post.
* Any other duties reasonably requested by the Headteacher.

**Accountability:**

* To be directly accountable for the progress of their classes.
* To track the progress and achievement of students.
* For provision of effective strategies for monitoring and intervention to support student academic progression and address underachievement of students.
* Raise standards of student attainment and progress of all pupils.

**Leadership and Management:**

* To attend all department meetings as required.
* To contribute to a team who understand their responsibilities and are consistent in the practice of school policies and procedures.
* To attend meetings as determined by the Headteacher.
* To contribute to school liaison and marketing activities and the effective promotion of the school.
* To attend all CPD, as required.

**Quality of Teaching and Learning:**

* To adhere to the schools Teaching and Learning Policy.
* To comply with the schools Assessment & Monitoring Policy and Reports Policy.
* To adhere to the schools Marking Policy.
* To comply with the schools Behaviour & Rewards Policy.

**Curriculum Development:**

* To participate, develop and manage activities relating to the curriculum.
* Ensure delivery of cross curricular initiatives.
* To be aware of curriculum development issues (local and nationally)

**Additional Information:**

You are employed in the capacity of a teacher subject to, and with the benefits of, the conditions of employment set out, or referred to, in your letter of appointment and statement of particulars.

This job description identifies exhaustively the responsibilities attached to your post. It is subject to the limits on working time set out in the current Teachers’ Pay and Conditions Document, in particular to those provisions whereby you may be required to be available for work under the Headteacher’s direction for 195 days per annum, of which 5 days will be without pupils and for not more than 1265 directed hours.

This job description is subject to amendment from time to time within the terms of your conditions of employment, as the needs of the school may require, but only to an extent consistent with those conditions of employment and only after consultation with you. The agreed Grievance Procedures may be invoked in any dispute arising from this job description or subsequent amendment, in which case teachers are advised to consult their Professional Association.

*The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointment to this post is subject to an Enhanced Criminal Record and Background (DBS) check.*

*Applicants are informed that, if appointed to this post, their contract of employment will be with the school governing body who is the employer and not Rochdale Council*.

**Signatories:**

Both Headteacher and post-holder are asked to sign and date this job description following consultation on its contents.

Signed ………………………………………………….. Date …………………………

Post holder

Signed ………………………………………………….. Date …………………………

Headteacher

Updated May 17