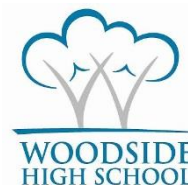


Job Description

TEACHER OF MODERN FOREIGN LANGUAGES



Post Title	Main Scale Teacher of MFL
Reporting to	Head of Department/Faculty
Salary/grade	Main scale
CRB Disclosure	Enhanced
Purpose:	<ul style="list-style-type: none"> To teach clearly structured lessons or sequences of work which interest and motivate students, make learning objectives clear, employing interactive teaching methods and collaborative group work. To have high expectations of students and build successful relationships centred on teaching and learning. To teach the required or expected knowledge, understanding and skills relevant to the curriculum for students in their age range, through sustained and substantial period of time. To establish a purposeful learning environment where diversity is valued and where students feel safe, secure and confident.
Main Duties	<ul style="list-style-type: none"> To set challenging teaching and learning objectives which are relevant to all students in your class. To use teaching and learning objectives to plan lessons and sequences of lessons showing how this will assess students' learning/progress. To produce long, medium and short term planning in accordance with school policy and procedures and within required deadlines. To select and prepare resources, and plan for their safe and effective organisation, taking into account students' interests and their learning needs, language and cultural backgrounds, with the help of support staff where appropriate. To plan for the deployment of any support staff who are contributing to students' learning. To provide homework for students to learn in out of school contexts and encourage them to learn independently. To contribute to teaching team meetings and events. To differentiate teaching to meet the needs of students of all ability ranges taking into account varying interests, experiences and achievements of boys and girls and different cultural and ethnic groups to help them make good progress. To manage teaching and learning time effectively. To set students individual targets. To actively track students' progress and devise strategies to address any underachievement. To develop students literacy, numeracy, and thinking skills. To use monitoring and assessment information to improve planning and teaching. To monitor and assess the effectiveness of learning activities and provide immediate and constructive feedback to support students' as they learn To involve students in reflecting on, evaluating and improving their own performance and progress To assess students' progress accurately against appropriate standards.

Curriculum Provision	<ul style="list-style-type: none"> • To ensure curriculum coverage, continuity and progression in the subject/area for all pupils/students, including those of high ability and those with special educational or linguistic needs. • To develop strategies for the use of subject/area and across school to support cross-curricular delivery including subject support for colleagues to enable curriculum requirements to be met.
Curriculum Development	<ul style="list-style-type: none"> • To develop the curriculum as and when needed in line with school and subject/area policies and procedures. • To keep up to date with national developments in the curriculum area and teaching practice and methodology. • To manage the resources available to you for subject/area and make recommendations in order to maintain and develop curriculum. • To support the development of Functional Skills in the subject/area of teaching.
Quality Assurance	<ul style="list-style-type: none"> • To adhere to school quality assurance procedures and those within subject/area. • To work within [or better] established common standards of practice within subject/area.
Communications	<ul style="list-style-type: none"> • To ensure effective communication and consultation, as appropriate, with the parents/carers of students, including written reports on students' attainment. • To ensure effective communication and consultation, as appropriate, with tutors, Year Attainment Managers, Key Stage Leaders, and other staff members.
Pastoral	<ul style="list-style-type: none"> • To be responsible for safeguarding and promoting the welfare of pupils/students. • To monitor and support the overall progress and development of pupils/students within the subject/area and/or tutor group. • To monitor pupil/student attendance together with their progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary. • To act as a Form Tutor and to carry out the duties associated with that role • To contribute to citizenship, work related, PLTS and Enterprise education according to school policy. • To ensure the Behaviour Management system, including rewards and sanctions, is implemented consistently in so that effective learning can take place.
Teaching	<ul style="list-style-type: none"> • To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
Additional Duties	<ul style="list-style-type: none"> • To play a full part in the life of the school community, to support the aims and ethos of the school, and to encourage pupils/students to follow this example. • To contribute to the Extended School Out of Hours programmes. • To attend all Parents' Meetings relevant to the teaching of the department/faculty.
Other Specific Duties	<ul style="list-style-type: none"> • To continue professional development. • To engage actively in the performance review process. • To undertake any other duties as specified by the Co-Headteachers not mentioned above.

Person Specification

TEACHER OF MODERN FOREIGN LANGUAGES

	Essential	Desirable
Qualified Teacher Status	*	
A degree in a language or a related subject	*	
Evidence of a commitment to your own professional development	*	
A keen interest in developing the teaching of foreign languages	*	
Working effectively as a form tutor	*	
Excellent communication and presentation skills	*	
Competent user of ICT	*	
Passion for teaching	*	
Energy, enthusiasm, and flexibility	*	
Good health & attendance record	*	
Sense of humour	*	
Ability to work under pressure	*	
Evidence of high achievement in teaching across the key stages		*
Ability to use and promote a wide range of teaching methodologies		*
Strategies to enhance teaching and learning of ICT within modern languages.		*