Hove Park School
"Together We Achieve"

Nevill Campus: Nevill Rd, Hove, East Sussex, BN3 7BN
Tel: +44 (0)1273 295000/1 Fax: +44 (0)1273 295009

Valley Campus: Hangleton Way, Hove, East Sussex, BN3 8AA
Tel: +44 (0)1273 295002/3 Fax: +44 (0)1273 294994

Email: office@hovepark.org.uk

Mr Jim Roberts- Headteacher

Teacher of German
Permanent, Full-Time, 1.0 FTE

Commencing: January 2019
Faculty: Modern Foreign Languages
Reports to: Head of Faculty

The Governors of Hove Park School and Sixth Form are looking to appoint an inspiring teacher of German, to join a team who are committed to enabling all students to become independent, life-long learners of Languages.

Hove Park is an ambitious and innovative place to work. We strive to help young people enjoy successful lives by giving them an inspirational, academic and enriching education, with a strong emphasis on independent learning and harnessing new technology.

The successful candidate will be able to demonstrate their willingness to support students of all abilities and to make German accessible and fun. They will be committed to collaboration and innovation and will be ready to help the department move from Good to Outstanding.

Deadline for applications: Sunday, 7th October 2018
Interview: October 11th 2018

Hove Park School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS check.

Information about this post and an application form can be downloaded from our website: www.hovepark.brighton-hove.sch.uk/vacancies

Please submit your completed application form to recruitment@hovepark.org.uk or apply directly through TES.

Hove Park School celebrates diversity and welcomes applications from all areas of our community as we aim to have a staff body that is representative of our socially, culturally and ethnically diverse student population.

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General

We are seeking to appoint an enthusiastic and energetic teacher to the Languages Team. You will be required to teach German, across the key stages and ability range but primarily at KS3, and to deliver tutorial lessons within the tutorial structure of the school (Learning for Life). We particularly invite applications from energetic and lively teachers who wish to join a successful faculty. The faculty incorporates French, Italian, Spanish, German and Chinese. The school welcomes applications from both experienced and Newly Qualified Teachers. The ability to teach German to GCSE is essential.

Organisation and Curriculum

All lessons across the Key Stages are 50 minutes long and there are six curriculum lessons per day. Curriculum time allocated to languages is as follows:

Year 7: 6 lessons per fortnight
Year 8: 6 lessons per fortnight
Year 9: 6 lessons per fortnight
Year 10: 6 lessons per fortnight (double lessons normally in KS4 and 5)
Year 11: 6 lessons per fortnight
Year 12 & 13: 10 lessons per fortnight

Key Stage 3

Chinese Mandarin, French, German, Italian and Spanish are all taught within curriculum time in Key Stage 3. In Year 7 students learn German and either French, Spanish or Italian. In Year 8 students continue to follow two languages, in mixed ability groups, with some taking up Chinese Mandarin. Year 9 sees the start of the 3 Year GCSE in a main MFL, with options to take a second language in Year 10.

Key Stage 4

Students at Key Stage 4 continue to study at least one foreign language and have the option of studying two languages to GCSE in Chinese Mandarin, French, Italian, Spanish or German. Most students in KS4 are directed towards GCSE for EBacc accreditation.

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Key Stage 5 / Sixth Form
We run AS and A Level courses in French, German, Italian and Spanish according to demand.

Staffing
All languages which the faculty offers are taught by specialists, led by committed and experienced teachers.

Accommodation
Hove Park was granted specialist school status in September 2002. The MFL building, on our Nevill Campus, is a well designed and furnished area consisting of teaching rooms, offices, resource spaces and equipped to a high level with ICT and communication / media facilities such as netbooks, Apple TV for ipads and Smartboards.

Teacher of German

Person Specification

Essential:

- Department of Education (DfE) qualified teacher status
- Education to first degree or equivalent certification
- Excellent classroom practitioner
- Ability to teach German to GCSE Level
- Enjoy working with young people
- A commitment to comprehensive education and inclusion
- Able to demonstrate awareness of recent developments within German including the National Language Strategy
- Strong interpersonal skills
- Experience of monitoring and evaluation procedures relating to the work of students
- Experience of implementing differentiated teaching strategies
- Ability to contribute to the development and delivery of the vision for the MFL Team and School Improvement Plan
- Effective administration skills
- A commitment to protecting children and young people from harm and safeguarding their welfare in accordance with the demands of the Hove Park School and Sixth Form College Child Protection Policy and DfE document "Safeguarding Children and Safer Recruitment in Education".

Desirable

- Confidence in use of ICT
- Recent teaching experience at GCSE and A level
- Recent experience of teaching both streamed and mixed ability classes

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- A creative and dynamic approach to the learning of languages

Safeguarding Students

This school is totally committed to safe-guarding the welfare of children and young people and expects the same commitment from its employees. All new staff will be subject to enhanced DBS clearance, identity checks, qualification checks, employment checks, including the investigation of gaps between jobs and two satisfactory references. Once in post, employees are required to follow student safe-guarding requirements as outlined by the Hove Park School and Sixth Form College Child Protection Policy and the DfE's document "Safeguarding Children and Safer Recruitment in Education" and undertake Child Protection training on appointment and every three years thereafter.

Teacher of German

Job Description

1. Post Purpose:
   - Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD) and Professional Standards for Teachers in England (Sept 2010)
   - To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
   - To monitor and support the overall progress and development of students as a teacher.
   - To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
   - To contribute to raising standards of student attainment.
   - To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

Reporting to:
Subject Team Leader and Head of Key Stage and/or Designated Leadership Group Link

Responsible for:
The provision of a full learning experience and support for students.

Liaising with:
Head Teacher, Leadership Team, teachers and support staff, Local Authority representatives, external agencies and parents.

Working Time:
Full time, maternity cover, as specified within the School Teachers' Pay and Conditions document.

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Salary/Grade:
Classroom Teachers' Pay Scale.

Disclosure level:
Enhanced DBS Certificate.

2. Summary of Main Duties/Key Tasks of Post
   - To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.
   - To meet the Professional Standards for Teachers in England
   - To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
   - To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
   - To ensure that Digital Learning, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students.
   - To undertake a designated programme of teaching.
   - To ensure a high quality learning experience for students which meets internal and external quality standards. To prepare and update subject materials.
   - To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.
   - To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework. To undertake assessment of students as requested by external examination bodies, departmental and school procedures.
   - To mark, grade and give written/verbal and diagnostic feedback as required.
3. OPERATIONAL/STRATEGIC PLANNING:
   - To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Curriculum Area and Department.
   - To contribute to the Curriculum Area and department's development plan and its implementation.
   - To plan and prepare courses and lessons.
   - To contribute to the whole school's planning activities.
4. CURRICULUM PROVISION:
   - To assist the Head of Department, the Deputy Head Teaching & Learning, to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives.
5. CURRICULUM DEVELOPMENT:
   - To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's Mission and Strategic Objectives.
6. STAFFING:

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- To take part in the school's staff development programme by participating in arrangements for further training and professional development, when appropriate.
- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the Performance Management Review process.
- To ensure the effective/efficient deployment of classroom support.
- To work as a member of a designated team and to contribute positively to effective working relations within the school.

7. QUALITY ASSURANCE:
   - To help to implement school quality procedures and to adhere to those.
   - To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria.
   - To seek/implement modification and improvement where required. To review from time to time methods of teaching and programmes of work.
   - To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.
8. MANAGEMENT INFORMATION:
   - To maintain appropriate records and to provide relevant accurate and up-to date information for MIS, registers, etc.
   - To complete the relevant documentation to assist in the tracking of students.
   - To track student progress and use information to inform teaching and learning.
9. COMMUNICATIONS & LIAISON:
   - To communicate effectively with the parents of students as appropriate. Where appropriate, to communicate and co-operate with persons or bodies outside the school. To follow agreed policies for communications in the school.
   - To take part in liaison activities such as parents' evenings, review days and liaison events with partner schools, where appropriate.
   - To contribute to the development of effective subject links with external agencies.
10. MANAGEMENT OF RESOURCES:
    - To contribute to the process of the ordering and allocation of equipment and materials. To assist the Head of Department to identify resource needs and to contribute to the efficient/effective use of physical resources.
    - To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, department and the students.
11. PASTORAL SYSTEM:
    - To liaise with Progress and achievement/Preparation for Learning Leaders to ensure the implementation of the school's learner support system.
    - To deliver Learning for Life sessions (tutorial time).

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- To register students and encourage their full attendance at all lessons and their participation in other aspects of school life.
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required.
- To contribute to the preparation of action plans and progress files and other reports.
- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To communicate as appropriate with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff
- To contribute to PHSE, citizenship and enterprise learning according to school policy.
- To apply the Behaviour Management systems so that effective learning can take place.

12. SCHOOL ETHOS:
    - To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
    - To support the school in meeting its legal requirements for worship.
    - To promote actively the school's corporate policies.
    - To comply with the school's Health and Safety policy and undertake risk assessments as appropriate.
13. GENERAL DUTIES
    - To undertake the professional duties of a teacher as outlined in the school Teachers Pay and Conditions Document.
    - To work in accordance with the schools agreed policies and procedures as contained in the school handbook.
    - To ensure that all activities are carried out in accordance with Equal Opportunities legislation and the school/Brighton and Hove City Council Equal Opportunity Policy.
    - To undertake your personal Health and Safety responsibilities within the HASAWA 1974.

To undertake any other duties that are reasonably assigned to you commensurate with the level of the post. The above outlines the main duties and responsibilities of the post but may not identify each individual task to be undertaken.