**TEACHER OF MFL**

**JOB DESCRIPTION**

**Teaching and Learning**

• Teach all age groups

• Plan work in accordance with Directorate Schemes of Work and National Curriculum Programmes of Study

• Take account of all students’ prior levels of attainment and use them to plan challenging lessons and set future targets

• Monitor performance data, identify and address underachievement through contributing to Academy strategy as well as developing and implementing curriculum area strategies and approaches.

• Establish a purposeful working atmosphere during all learning following Academy Policies

• Actively support extra-­‐curricular activities to enhance students’ experiences

• Manage the behaviour of students in classrooms and around the Academy.

**Assessment, Recording and Reporting**

• Mark and return work set, including homework in line with the Academy assessment policy.

• Carry out assessment programmes, as agreed by the Academy or Curriculum Area.

• Complete Student Reports in line with Academy Policy.

• Attend Parents’ Evenings as required and keep parents/carers informed about their child’s performance and future targets.

**Coaching Role**

• Undertake responsibility for a Coaching Group.

• Monitor and set targets for the social and academic progress of all students in the Coaching Group

• Endeavour to build up a good relationship with the students in the Coaching Group so that they will look to you for support and advice.

• Report issues of concern to the appropriate senior staff.

• Maintain an accurate register of attendance and do everything possible to encourage good attendance.

 **Key Organisational Objectives**

To contribute to the Academy by:

• Following Academy ethos, policy, procedures and child protection health and Safety requirements

• Ensuring compliance with Data Protection legislation.

• Contributing to the maintenance of a caring and stimulating environment for young people

**Performance Management and Professional Development**

• To participate in the Academy’s Performance Management programme. S/he will have a Team Leader who will set agreed targets for the year and monitor and review performance, including classroom teaching

• The Academy will support the continuing professional development of all staff to ensure that their expertise is being kept up to date.

**Conditions of Employment**

• The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the Contract of Employment).

• S/he shall be subject to all relevant statutory requirements as detailed in the most recent School Teachers’ Pay and Conditions Document.

• The postholder may be required to perform any other reasonable tasks, after consultation.