**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 2019.

**Responsibilities:**

* To plan and deliver lessons to classes timetabled which enable them to meet and exceed targets
* To undertake the role of a Form Tutor and deliver the Form Tutor Programme
* To conduct assessments in line with school policy and provide the data as required
* If a To implement all school policies particularly with relation to behaviour, teaching, learning, assessment and safeguarding
* To positively engage with all professional development opportunities
* To complete reports on progress and performance for students as required
* To meet all relevant deadlines
* To implement intervention strategies as appropriate for underachieving students including contact with parents
* To ensure the learning environment is safe, orderly and engaging
* To safeguard children at all times
* To attend and contribute to meetings as required
* To undertake duties as required
* To apply school policies at all times
* 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.

**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.

**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 March 19