



## **JOB DESCRIPTION**

**School:** Central Foundation Boys' School

**Position:** Teacher of Modern Foreign Languages

**Pay Scale:** MPS/UPS

**Reports to:** Head of Modern Foreign Languages

### **Accountable for:-**

- Sustained outstanding attainment in your lessons
- Sustained outstanding teaching and learning in your lessons
- Sustained outstanding assessment in Modern Foreign Languages
- Sustained outstanding behaviour for learning
- Promoting safeguarding of all students and equality of opportunity for all students and staff
- Maintaining professional standards
- Promoting the school's ethos and vision.

### **Main Duties and Responsibilities**

#### **1. Teaching and Learning**

- Plan, prepare and deliver outstanding lessons to provide students with the opportunity to achieve their potential
- Ensure that lessons are engaging and stimulating taking into account individual needs of the students
- Manage, develop and share resources to enhance teaching of Modern Foreign Languages
- Contribute to objectives of the curriculum area within the school objectives and take part in an annual review of the subject and curriculum area.
- Prepare lesson plans and schemes of work as agreed with the Head of Department
- Monitor the progress and achievement of the students following the course and identify the appropriate intervention strategies for underachieving students
- Maintain effective behaviour management in classroom using positive behaviour strategies to ensure learner's engagement in the lesson.
- Assess appropriately the work of the students following the course in accordance with the school assessment policy
- Keep records of students' progress and achievement and set appropriate targets
- Ensure relevant homework is set and marked providing the students with a meaningful feedback.

## **2. General Duties**

- Participate in relevant meetings with colleagues, parents and be involved in links with external agencies as part of curriculum enrichment
- Carry out the role of a form tutor
- Fulfil the administration and assessment requirements of the examining body
- Support other members of the curriculum area and students as appropriate
- Review your own professional development and maintain professional standards
- Carry out any other such duties as the post holder may reasonably be required to do.

## **3. Safeguarding**

- To follow the school's policy in respect of safeguarding and child protection and ensure the health and safety of the students.

Please note that this school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

An enhanced criminal record check will be carried out prior to confirming an offer of appointment.



## **PERSON SPECIFICATION**

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### **REQUIREMENTS**

#### **Education and experience**

- Qualified teacher status or teaching qualifications from another country allowing one to obtain QTS within a year of commencing employment.
- A good degree in a relevant subject.

#### **Skills, knowledge and abilities**

1. Excellent teaching skills.
2. Extensive knowledge of the National Curriculum for Modern Foreign Languages.
3. Ability to teach A level is desirable but not essential.
4. Ability to effectively assess and track students' progress.
5. Ability to work effectively as part of a team.
6. Ability to communicate effectively, both orally and in writing, with a range of audiences.
7. Ability to use ICT to facilitate learning and for effective management and administration.
8. Awareness of the issues arising from teaching students in an inner city setting.
9. Ability to work under pressure and to deadlines.
10. A commitment to inclusive education and equality of opportunity.

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