

Head of Languages Department

MPS/UPS + ESF3 Management Points dependent on experience

Required September 2021

Full-time



The School

Grace College is an 11-19 secondary school serving nearly 1200 students in central Gateshead. The school is in an exciting new phase having joined the Emmanuel Schools Foundation. Grace College is the fifth school within the Foundation, which seeks to contribute to economic regeneration, prosperity in the north-east, and quality of community life through its work with young people. Our schools exist to impart wisdom to the next generation by educating young men and women in a culture which prioritises the pursuit of knowledge and the development of character. We serve communities of students, staff and parents who hold many different religious and ideological positions who unite around our core beliefs and core values, which are underpinned by our Christian ethos.

We value academic excellence, but we hold personal best to be of far greater importance. It is our experience that by developing a strong work ethic, holding a growth rather than fixed mind-set, and being provided with outstanding tuition, students may go on to achieve considerably more than they might have imagined possible. We seek to be intentional about character education, our aim being that our students will, in the future, become servant-hearted leaders. Students starting here encounter consistent rules, role models and traditions, which help them feel part of the school community and to begin to take responsibility for others. As students grow older we expect more of them and in the Sixth Form expect our students to take on at least one formal leadership role within the school as well as beginning to serve in the wider community.

As part of ensuring rapid school improvement, Grace College is working closely with Emmanuel College, which is one of the very best non-selective, co-educational, comprehensive schools in the country. Emmanuel College has a history of excellent academic results with a 2019 progress 8 figure of +0.49 and at A Level 63.8% of all grades at grade A* to B. We believe working together will ensure similar academic outcomes for the students at Grace College in the coming years. Grace College will maintain its own distinctive identity as it partners with Emmanuel College, and benefit from the extensive educational leadership capacity across the Emmanuel Schools Foundation.

We are committed to an extensive, high quality programme of professional development and to provide opportunities for career progression. As such, this opportunity is ideal for ambitious educators who aspire to future senior leadership and will benefit from input through our National Teaching School designation. The successful candidate will also be eligible to apply to undertake the National Professional Qualification for Middle or Senior Leaders, whichever is deemed to be more appropriate.

Department

The Department is currently staffed by six teachers. French is taught to all students at Key Stage 3 which reflects the requirements at Key Stage 4. There is an excellent camaraderie and sharing of best practice across the team. Teaching and learning in the department has been highlighted as a strength in the College as well as the students' enjoyment of language learning.

The department aims to develop sound communication skills with a strong emphasis upon the study and application of grammatical knowledge.

Whilst grammatical understanding is important, the practical application of language skills is not neglected and our students are encouraged to develop spontaneity in their speaking. This is reinforced through annual visits to France where pupils are also given an insight into the culture of the language studied.

The department has a large number of students studying French at Key Stage 4 and consequently we aim to increase the uptake at Key Stage 5. We currently have a small number of students studying A Level French.

Curriculum Summary

Year 7, 8 and 9	Key Stage 3 National Curriculum (Languages programme of study)
Year 10 and 11:	AQA GCSE courses in French
Year 12 and 13:	AQA A Level courses in French

Person

Your vision for taking on the role of Head of Department for Languages should extend beyond merely "keeping the wheels turning". We would want you to see it as integral to the work of the whole school. Our overriding aim is to provide a character-first education that equips our students to be world-changers, using their gifts and opportunities to serve others. Your leadership style will be characterised by gentleness and humility; you will lead by example, making decisions on the basis of what is best for students.

We expect all applicants to be well qualified, self-motivating, adaptable and imaginative, and keen to join a team that is committed to achieving academic excellence in their teaching of languages to students of a wide ability range between the ages of 11 and 18. A particular interest in recent developments in your subject, experience in the arranging of foreign visits and an awareness of current language curriculum initiatives will be expected.

Your motivation as a leader will be the positive care and development of young lives, seeing all children as individuals gifted with unique abilities and potential, regardless of socio-economic background, ability or behaviour. Our code of discipline is not built upon personality but upon each teacher's ability to demonstrate genuine care and concern for all students, including through praise and sanction.

There is a remarkable unity of purpose within the staff team, in which honesty and personal integrity characterise the relationship of our teachers with their students. Teaching teams work closely with the Senior Management Team to lead the school to achieve the best for everyone. High academic standards and a wider involvement in co-curricular activities are central to a pursuit of personal best for students and this sense of the wider purpose of education resonates with parents.

A high level of commitment to achieving excellent standards is a pre-requisite for this post. Essentially, the Department seeks extended professionalism from colleagues that are able to motivate students, generate ideas and translate them into effective and enjoyable practice within a warm and encouraging environment.

The current team are enthusiasts for their subject, as indeed are all our departmental teams. While your own language knowledge and skills will be of a high order, your natural gift will not prevent you understanding the mental blocks that prevent others making progress; you will be able to make language acquisition appear straightforward and will have the ability to impart complex grammar and linguistics in a step-by-step manner.

Standard Responsibilities for all Heads of Department

Heads of Department are responsible to the Principal for:

- 1) The strategic development of the department through leadership and management of the staff team within the department** with particular emphasis on:
 - The formation and implementation of the department development plan, the sharing of best practice among colleagues and ensuring effective and professional communication with students and parents
 - The appraisal and professional development of colleagues through training, observation, targeted improvement and guidance
 - Effective deployment of the resources of the department including the management of the department budget, maintaining a safe professional and well-presented environment, of an effective and appropriately staffed department timetable.
- 2) The achievement of exceptional academic standards for students studying in the department** with particular emphasis on:
 - Oversight of the curriculum, ensuring that high quality schemes of work that stretch, challenge and take students beyond the examined curriculum are in place, that homework and class work tasks are of a suitably high standard and that provision is made by teachers for those with Special Educational Needs.
 - The scrutiny of academic standards within each department to inform progression and the setting of students, ensuring that departmental policies are being followed and that students' written work is of an outstanding standard and that high expectations are made of students in terms of literacy
 - The management and use of assessment processes within the department, ensuring that high quality feedback is provided to students, parents and senior leaders
- 3) The leadership of character development** with particular emphasis on:
 - Establishing approaches to cultivating responsibility for learning and intellectual discipline within the classroom and beyond, supporting teachers through departmental reports and other strategies to promote exemplary standards of discipline, deportment and dress within and beyond the classroom in line with the College discipline policy
 - Intentional provision of quality opportunities for servant-hearted leadership within the department and the mentoring of Sixth Form leaders who hold positions of responsibility within the department
 - The outstanding provision for Spiritual, Moral, Social and Cultural education of young people within the department.

Terms and Conditions include:

- Working year: 8.15am to 3.30pm Monday to Thursday and 8.20am to 4pm Friday, with Parent Evenings as specified in the annual calendar, each week during term-time.
- Term time shall be 190 days per school year or such higher number of days as may be amended from time to time by the Board of Trustees.
- Outside of term time you will also be required to be in attendance for a maximum of five training days, the dates to be notified at the end of the preceding academic year.
- Salary scale: Salary £25,714 - £41,604 per annum (UPS/MPS) plus £7,252 (ESF3 Management Points) (depending on experience). This salary is paid in 12 equal monthly instalments.
- Teachers' pension scheme.
- Daily lunch allowance for the College restaurant.

Closing date: Friday 26th February 2021 at 10am.

For an application pack and further information, please visit www.Gracecollege.org.uk or call Mrs Atkinson on 0191 4422000 or email aatkinson@gracecollege.org.uk. For further information, please contact Mrs Dunn (Head of Languages) HDunn@gracecollege.org.uk. **A CV may be submitted to supplement your application but will not be accepted in replacement of a completed application form.**

Grace College is committed to the safeguarding of children and all staff are expected to ensure that the College is a safe and secure environment for our students. All applicants are referred to the Safeguarding Statement which is to be found within the Policy section of the Grace College website.

Please note that this detail is indicative and can be amended, updated or replaced as felt appropriate at any time and in order to remain in line with any future legal requirements or expectation.