



Director of Modern Foreign Languages - Job Description

Job Details

Post Title	Director of Modern Foreign Languages
Responsible to	Principal
Responsible for	All MFL Staff

Purpose of job

Objectives

The Director of Modern Foreign Languages will:

- carry out any whole school role appropriate to their skills, experience and professional development needs as agreed with the Principal
- lead and manage the curriculum provision and cross-curricular delivery of their subject
- be responsible for the quality assurance of teaching and learning within the faculty, providing training and support for staff where required
- be responsible for the progress and outcomes of all student in the faculty
- work with the Principal to ensure all faculty staff promote the ethos of the Technical School at all times

Core Purpose

In addition to the general duties of a teacher, the Director of Modern Foreign Languages will manage and support the work of designated faculty staff and subject specialists and will act as a mentor to trainee or newly qualified staff (this role may be delegated as appropriate). The Director of Modern Foreign Languages will have responsibility for:

- leading the curriculum development in their faculty area
- the quality of examination outcomes in their faculty area
- leading by example in their classroom practice and maintaining standards of teaching, learning and assessment
- managing faculty-based teams as designated by the Principal, including tutor teams and special needs teams where appropriate
- preparing, administering and monitoring the annual faculty budget in collaboration with the Principal
- contributing to the school-wide quality assurance programme through faculty and whole school review
- supporting the Principal in all aspects of the leadership and management of the school
- carrying out any other duties as might be reasonably requested by the Principal

Collegiate responsibility

In addition to the specific responsibilities of this post, every member of staff at Corby Technical School will commit to :

- ✓ *Providing a courteous and efficient service to students at all time*
- ✓ *Using their influence with other staff and students to promote high standards of behaviour and order within the school*
- ✓ *Working to maintain the school at the forefront of educational practice*
- ✓ *Fostering and sustaining a culture of independence and creativity in all aspects of the school's operation*

Performance Management

All staff will participate in Corby Technical School's Performance Management Review scheme as outlined in the School's pay and CPD policies.

Role Review

This job description sets out the main duties of this post at the time of drafting. It cannot be read as an exhaustive list. It may be altered at any time in consultation with the post holder subject to the Principal's approval.