

Dear Applicant,

Thank you for your interest in the position of Second in MFL at Dean Trust Ardwick, 345 Stockport Road, Ardwick, M13 0LF.

Teaching and Learning Responsibility TLR 2b £5,647 per annum.

Please find below a job description and person specification.

If you would like to learn more about The Dean Trust, please visit [Home - The Dean Trust](#)

### **Method of Application**

The preferred method of application is electronically via our career's website [careers.thedeantrust.co.uk](https://careers.thedeantrust.co.uk) All applications must be made using the Dean Trust's application form. Applications will be shortlisted for interview and the HR Department will contact those applicants who are selected.

### **Closing Date**

Applications received after the closing time of **9am Monday 19<sup>th</sup> May 2025** will not be considered.

The Dean Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.

If you have any questions please contact us on 0161 972 2988 or email [emmahurworth@Deantrustardwick.co.uk/](mailto:emmahurworth@Deantrustardwick.co.uk)

Thank you again for your interest in working for The Dean Trust. We look forward to hearing from you.

**Human Resources Department**

**Believe Achieve Succeed**



# Job Description

The information contained below is to help staff understand and appreciate the work content of their post and the role they are to play in the operation. However, it should be noted that whilst every effort has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings may therefore have been used, in which case all the usual associated duties are included in this job description.

<b>Job title</b>	<b>Second in MFL</b>
<b>Reporting to</b>	<b>Head of MFL</b>
<b>Main purpose of job</b>	<p>This is a significant leadership role within the MFL faculty.</p> <p>The post holder will support the Head of Faculty to ensure all pupils have access to an MFL curriculum that is: broad and ambitious; designed to provide pupils with access to powerful knowledge and cultural capital; coherently planned; sequenced towards cumulatively sufficient knowledge for future learning and employment.</p> <p>The post holder will contribute to the leadership of a team of MFL specialist teachers. They will provide leadership and support to enable them to thrive in their roles, develop professionally and effectively contribute to the school's core purpose.</p> <p>The postholder will therefore be responsible for ensuring that the MFL faculty contributes to the school's aspiration for all pupils to find their purpose and thrive as citizens of the world.</p> <p>The post holder will be expected to teach Spanish up to KS4; taking responsibility for KS3 Spanish in and beyond the classroom and the management of Home Language GCSE examinations. The successful candidate will have strong subject knowledge in Spanish both linguistically as well as culturally. The candidate will be joining a dedicated, forward-thinking team that reflects on teaching and learning, looking to maximise impact across the four skills, particularly at KS3.</p>
<b>Main duties:</b>	
<b>Leadership &amp; Management</b>	<ul style="list-style-type: none"> <li>• To understand, advance and act in accordance with the school's vision, values and core purpose.</li> <li>• To articulate the school's core purpose, vision and values and ensure that they are understood, shared and acted upon by all MFL teachers.</li> <li>• Contribute to achieving the school's vision by supporting the Head of Faculty effective leadership of the MFL faculty.</li> <li>• To implement and embed the school's high standards and expectations of pupil achievement, pupil behaviour and professionalism of staff at all times</li> <li>• To manage resources creatively, effectively and efficiently to meet the priorities of the school.</li> </ul>

	<ul style="list-style-type: none"> <li>To support the faculty through team work, enabling staff to contribute their ideas, skills and experiences, devolving responsibilities and delegating tasks, as appropriate</li> <li>Provide staff with high quality professional learning opportunities that enable them to thrive in their roles, develop professionally and effectively contribute to the school's core purpose.</li> <li>To be responsible for conducting the MFL Faculty annual performance management in line with the Trust policy.</li> <li>To ensure that the faculty's teaching commitment is effectively and efficiently timetabled and roomed within the constraints of the school accommodation</li> </ul>
<b>School Culture</b>	<ul style="list-style-type: none"> <li>Promote positive and respectful relationships across the school community.</li> <li>Contribute to establishing and maintaining a safe and calm environment by sustaining high expectations and standards of behaviour for all pupils.</li> <li>Ensure that the school's routines and rules are clearly understood and followed by all staff and pupils.</li> <li>To build, develop and maintain effective relationships with parents, carers and members of the wider community to enhance the educational experience and outcomes of all pupils.</li> </ul>
<b>Curriculum &amp; Teaching</b>	<ul style="list-style-type: none"> <li>Contribute the planning and delivery of a highly effective MFL curriculum that is as broad and ambitious as the National Curriculum.</li> <li>To ensure curriculum coverage, continuity and progression within MFL for all pupils, without exception.</li> <li>Contribute to developing high-quality inclusive teaching in MFL, built on an evidence-informed understanding of how pupils learn.</li> <li>To keep abreast of national and school curriculum developments and implement necessary changes.</li> <li>To ensure the MFL faculty contributes to the wider curriculum offer and provides pupils with access to high quality enrichment activities.</li> </ul>
<b>Performance &amp; Standards</b>	<ul style="list-style-type: none"> <li>To monitor and review MFL policies and practices for assessing, recording and reporting on pupil progress in line with Trust and school policy.</li> <li>To ensure that the MFL faculty contributes significantly to the main school headline outcomes against which the whole school is judged</li> <li>Liaise with the examinations team to ensure that all entries for internal and external assessments are on time and appropriate for pupils</li> <li>To ensure effective communication with parents to involve them in their child's learning as well as providing information about curriculum, attainment, progress and targets.</li> </ul>

**All employees have the responsibility to:**

- Ensure any documentation produced is to a high standard and is in line with the brand style
- Be aware and comply with all policies and procedures relating to safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person
- Participate in training and other learning activities as required
- Participate in the school/academy Performance Management process
- Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate
- To promote the area of responsibility within the school/academy and beyond
- To represent the school/academy at events as appropriate
- To support and promote the school/academy ethos
- To undertake any other duties and responsibilities as required that are covered by the general scope of the post
- To undertake any other reasonable duties at the request of the Chief Executive Officer and Headteacher

All post holders must comply with The Dean Trust professional standards for leaders and managers. The job description will be reviewed as necessary as part of the Performance Management process and is subject to modification and amendment at any time after consultation with the post holder.



## Person Specification

<b>Education and qualifications</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Honours Degree</li> <li>• Qualified Teacher Status</li> <li>• Evidence of recent and relevant professional development</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Good Honours Degree (2:1 or above)</li> <li>• Additional professional qualifications e.g. NPQML</li> </ul>
<b>Experience</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Proven excellence as a classroom teacher, including teaching MFL to GCSE level.</li> <li>• Successful classroom practitioner with a record of excellent examination results.</li> <li>• Evidence of involvement and impact at a faculty level.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Leading professional development that positively impacted on staff and the school.</li> <li>• Experience of leading or mentoring colleagues.</li> </ul>
<b>Knowledge, Skills and abilities</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Current knowledge of the MFL curriculum.</li> <li>• Understanding of the principles of an effective curriculum and qualifications framework.</li> <li>• Current knowledge of evidence-based strategies to raise standards of teaching and learning.</li> <li>• Ability to provide open and honest feedback to bring about improvements.</li> <li>• Understanding of the principles of effective leadership and management and the ability to apply them.</li> <li>•</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Understanding of latest research and publications informing educational practice.</li> <li>• Knowledge and understanding of current educational issues and the ability to respond to them strategically</li> </ul>
<b>Qualities</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Unwavering commitment to improving the life-chances of young people.</li> <li>• Has a strong and influential presence around school, being an excellent role model for staff and pupils.</li> <li>• Has high expectations and aspirations for all staff and pupils.</li> <li>• Models and upholds the highest standards of professional conduct</li> <li>• Self-aware and committed to personal and professional development.</li> <li>• Is loyal, reliable, committed and has high levels of integrity.</li> </ul>