

FRENCH AND SPANISH (WHOLE SCHOOL) TEACHER

JOB DESCRIPTION

LOCATION	Queen's International Qatar	
JOB PURPOSE	<ul style="list-style-type: none"> • Be accountable for raising student achievement in French and Spanish across all age groups. • Inspire students to develop a love for languages and cultural understanding. • Take an active part in the development of the Languages Department. • To exhibit dedication to bringing to life the mission, vision, and values of Queen's School and Artemis Education. • To display a comprehensive understanding of the curriculum, facilitate effective teaching and assessment, take ownership of professional growth, and ensure that students reach their full potential. • Engage in co-curricular activities as required ensuring a high level of participation in a wide range of activities. 	
REPORTING TO	Principal	
DIRECT REPORTS	Teaching Assistant	
OTHER KEY RELATIONSHIPS	Internal: <ul style="list-style-type: none"> ▪ Teachers ▪ Administrative staff 	External: <ul style="list-style-type: none"> ▪ Students ▪ Families
KEY RESULTS AREA	PERFORMANCE MEASUREMENT	
LEARNING AND TEACHING		
<ul style="list-style-type: none"> • Teach French and Spanish from Primary through Secondary levels. • Design interactive lessons to develop students' language proficiency. • To be responsible for the development and ongoing review of the school's Languages curriculum and related schemes of work. • To follow the school's assessment, recording and reporting procedures. • Be willing to share good practices within and beyond the Languages department. • Use the student tracking and monitoring processes to advance children's learning and enhance professional practice in line with the school's aspirations and priorities. • To communicate effectively the school's narrative, being an ambassador for our school at all times. • Align with the Artemis Promise and commit to leaving a better world for our children. 		<ul style="list-style-type: none"> ▪ Lessons observations ▪ Pupil Progress reviews ▪ Data analysis ▪ Documentation ▪ Review of student work
PLANNING AND PREPARATION		

Teacher Input

- Subject Knowledge: familiarity with the curriculum (English National Curriculum).
- Planning: work is well matched to a full range of learners so that all are suitably supported and challenged.
- Activities: all learners are challenged to develop higher level skills. When appropriate, learners are encouraged to explore, enquire, seek clarity, and think critically and imaginatively.
- Time and pace: highly effective and challenging timings allow the lesson to proceed with pace and purpose.
- Resources: highly effective use of resources, including collaboration with TAs. All resources are well chosen, utilised and deployed for good impact on learning outcomes.
- Deliver homework to children following the agreed home learning policy and guidelines.
- Maintain excellent quality displays in the classroom and public spaces which relate to the children's learning.
- Promote cultural entitlement through the provision of a broad range of enrichment activities during and after the school day.
- Commit to the CCA programme of the school (The Experience).

- Planning review
- Lesson observation
- Documentation

Learner Output

- Progress/learning: all children make the best possible progress in their learning throughout the lessons. All children can demonstrate/ apply/ transfer learning in relevant contexts.
- Attitudes: all children display positive attitudes throughout the entire lesson.
- Engagement: all children are enthusiastic and display high levels of motivation. Children are responding well to being stretched, taking risks and using their initiative.
- Initiative: all children work independently and/ or collaboratively.
- Assessment: all children can confidently talk about their achievements, in relation to their learning and outcomes.

PROFESSIONAL AND PERSONAL DEVELOPMENT

- Continual development through the identification and implementation of your own Personal Development Plan
- Development Plan to include:
 - Continually striving to improve performance.
 - Setting and working towards targets with your line manager linked to the school development plan.
 - Participating in learning walks and observations and coaching as appropriate.

- Performance appraisal
- Personal Development Plan
- Engagement with training and development opportunities

PROFESSIONAL AND PERSONAL DEVELOPMENT

- Hold a current Enhanced Criminal Records Bureau Disclosure or equivalent for countries lived in outside of the UK.
- Compliance with visa requirements for working in Qatar.
- A commitment to safeguarding and promoting the welfare of all pupils, and a willingness to undertake appropriate child protection training when required.

PERSONAL SPECIFICATIONS

<ul style="list-style-type: none"> ▪ Bachelor's degree or degree plus PGCE/QTS ▪ Teaching Qualifications ▪ Further Degree (e.g. MA) 	<p>Essential Essential Desirable</p>
<ul style="list-style-type: none"> ▪ Proven record of accomplishment and three years of post-qualification teaching experience ▪ Teaching within International Schools ▪ Good working knowledge of the English National Curriculum ▪ Good classroom practice and interpersonal skills ▪ Ability to prioritize workloads and to work on own initiative ▪ Range of teaching experience across different year groups ▪ Integrate technology into the classroom experience to enhance and extend the learning of students. ▪ Successfully teach students using technology in a virtual/hybrid environment <p><i>Skills</i></p> <ul style="list-style-type: none"> ▪ Experience of teaching in the UK and overseas ▪ Experience in leading meetings or INSET sessions <p><i>Other Qualities</i></p> <ul style="list-style-type: none"> ▪ Relish the prospect of collaborative planning and teaching within the wonderful country of Qatar. ▪ Be able to engage and inspire new learners of English. ▪ Be open to ideas, and to continued professional development. ▪ Be creative in the design and delivery of the curriculum. ▪ Be energetic and prepared to go the extra mile in shaping the school's future. ▪ Be creative and flexible in the delivery of an outstanding curriculum ▪ Be able to create memorable learning experiences and organize focused trips and visits 	<p>Essential Desirable Essential Desirable Essential Essential Essential Essential Essential Desirable Essential Essential Essential Essential Essential Essential</p>

PERSONAL ATTRIBUTES

Here is what we expect at Queen's:

- High levels of personal integrity
- Conscientious and able to focus on completing work to a consistently high standard
- Flexible and positive approach to work
- Excellent organisational and time-management skills; high attention to detail
- Ability to work to tight deadlines and able to prompt others to ensure deadlines are achieved
- Adaptable to working in a fast-paced, ever-changing environment
- Ability to work under pressure and remain calm
- Proactive and willingness to take on multiple tasks
- Self-motivated and enthusiastic
- Ability to work independently
- Must be a team player, willing to help, and be flexible
- Continually strive for improvement

DISCOVER YOUR GREATNESS

We are Artemis Education, a leading international schools organisation. Our mission is to improve access to outstanding education. Every day, our teachers and support colleagues encourage our students to discover their greatness. Our vision is to inspire students to become purposeful, proactive, and passionate global citizens. Our innovative use of educational technology also creates a personalised, 21st-century learning experience for all students. We recruit and retain the world's best teachers and offer unforgettable events and expeditions.

This job description does not constitute a complete description of duties. Staff members shall carry out the professional duties of their assigned role, including those duties particularly assigned by their direct report, as set out above but not restricted to them. The staff member may be required to undertake other duties as reasonably required by the school.

SAFEGUARDING

Queen's is committed to safeguarding and promoting the welfare of children and young people. As an employee you are expected to share this commitment. The protection of students' welfare is the responsibility of all staff and individuals are expected to conduct themselves in a way that reflects the principles of our organization. All staff commit to implementing and adhering to the Safeguarding Policy.