

ENGLISH SECONDARY TEACHER – NATIVE ENGLISH SPEAKER

JOB DESCRIPTION

CFBL is looking to recruit an experienced English Teacher to teach the French curriculum for the 2017 school year.

ROLE: English Teacher, Secondary

CONTRACT: This is a permanent part time contract – 10 hours per week

REPORTS TO: HEAD TEACHER

As a teacher of English, you will be an exceptional classroom practitioner who consistently demonstrate top standard of delivery, is fully committed to raising fulfilment across all key stages and acutely aware of the strategies required to achieve the best within their subject area.

MAIN RESPONSIBILITIES:

The Teacher of English, working with other members of the CFBL teaching team, will be responsible for the delivery of the following key priorities:

- To provide outstanding teaching to create a vibrant and distinctive culture for learning for young people
- To ensure all students are able to thrive and engage in academic learning to achieve above and beyond their highest potential whilst developing personal skills
- To plan and execute a diverse programme that meets individual learner needs within English curriculum

You will inspire our stakeholders by:

- Working with partners and sponsors effectively to enhance the students learning
- Understanding national standards within the subject area and ensuring these are followed
- Using effective target setting systems for all students within English
- Identifying effective intervention and mentoring strategies for students within English
- Ensuring that all the work you do for the CFBL follows the vision and values to form a successful college
- Being an outstanding practitioner and to by undertaking a teaching commitment depending on the needs of the College
- Attending College meetings and committees as required.
- Contributing to the College's Enrichment programme, including a willingness to participate in occasional overnight visits.

- Undertaking such other duties as are commensurate with the post and which may reasonably be required by the Headteacher.

You will enhance young people's experience by:

- Teaching students according to their educational needs, including the appropriate setting and marking of work to be carried out by the students
- Assessing, recording and reporting on the attendance, progress, development and attainment of students whilst keeping electronic records as required
- Contributing to reports and references relating to individual students
- Ensuring that ICT, Literacy and Numeracy are part of the teaching and learning experience of students.
- Ensuring a high quality learning experience for students, which meet internal and external quality standards.
- Preparing and regularly updating subject materials.
- Using a variety of delivery methods, which will stimulate learning appropriate to student needs and demands of the syllabus.
- Maintaining discipline in accordance with the CFBL procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and independent learning.
- Undertaking assessment of students as requested by external examination bodies, departmental and College procedures.
- Marking and grading students work which enables you to give written/verbal and diagnostic feedback
- Supporting and motivating students to allow them to grow and enhance their own skills in both achieving qualifications and work ready
- Ensuring the maximum opportunity for young people to prepare for pathways into further learning, training or employment
- Supporting partnership events with key stakeholders including students, parents, employers, schools, further and higher education establishments
- Engaging with employers to develop learner employability skills, ensuring work related learning experiences are at the core of the CFBL curriculum
- Ensuring all students understand the expected standards of behaviour and be prepared to intervene where these are standards are not followed
- Ensuring a safe, secure and healthy environment for students

You will protect our students by:

- Responding effectively and immediately to safeguarding/child protection concerns raised by staff, pupils or brought to the CFBL's attention through other means
- Ensuring that safeguarding policies are followed and communicated effectively

You will ensure that CFBL is a success by working collaboratively with other CFBL staff to:

- Regularly review CFBL to ensure it meets statutory requirements
- Have an effective understanding of your own accountability, and develop approaches to its review and evaluation

- Work as part of CFBL quality team
- Contribute to the reporting of the performance of CFBL to parents, carers, Governors and other key partners as necessary

This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the school as may be reasonable expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.

It is a requirement that all staff work in a flexible manner compatible with their jobs and in line with the objectives of the College Français Bilingue de Londres (CFBL). Please note that the job description for this position may be reviewed and amended to incorporate the future needs of the CFBL.

Person Specification: Teacher of English, Secondary

	Essential Criteria	Desirable Criteria
Qualifications and general expertise	<ul style="list-style-type: none"> • Qualified Teacher Status or equivalent experience in teaching English as a second language ; • Proven ability as an excellent teacher • Ability to work effectively in a team 	<ul style="list-style-type: none"> • Further/continued CPD • Qualified to degree level or equivalent • Ability to understand and read French to A' Level standard or equivalent
Professional knowledge and expertise	<ul style="list-style-type: none"> • A track record of excellent practice in teaching English as a second language in secondary school • An understand and demonstration of barriers to learning and how those may be overcome • Up to date knowledge of child protection policies in a school • Knowledge of what constitutes successful relationships with children • Ability to devise and implement strategies for engaging all pupils 	<ul style="list-style-type: none"> • Knowledge of the French curriculum and its assessment methods
Professional Skills	<ul style="list-style-type: none"> • Ability to maintain a positive school ethos with an accent on high achievement and inclusion for all; • Ability to motivate and stimulate pupils of all abilities to enjoy participating in English; • Ability to use initiative to devise imaginative lessons within the French curriculum; • Ability to communicate and promote the aims and objectives of the school; • Ability to work well with parents and carers; • Ability to set, achieve and sustain high standards of presentation and self discipline for the pupils; • Excellent organisational and time management skills; • Ability to communicate effectively (orally and in writing) with a wide variety of people inside and outside the school; 	<ul style="list-style-type: none"> • Ability to teach children whose first language is not English; • Ability to use IT for assessment and analysis purposes and organization and logistics in respect of teams & fixtures

Professional Values	<ul style="list-style-type: none"> • Understanding of and commitment to developing links between home, school and the local community; • Commitment to promoting equal opportunities and meeting the educational needs of all pupils by using a variety of teaching strategies; • Commitment to putting pupil outcomes at the core of all aspects and to raising standards; • Commitment to making learning fun; • Commitment to the personal welfare and safeguarding of children. 	<ul style="list-style-type: none"> • Support for an enriched curriculum through out of hours learning and educational visits
Personal Attributes	<ul style="list-style-type: none"> • Ability to work under pressure and to meet tight deadlines • Ability to operate in a confidential manner with discretion • Willingness to integrate culturally in the school and speak French or learn to speak French with other staff • Enthusiasm, optimism and energy 	

The most important thing is to like children, to want the very best for them and be prepared to put their needs first. You must recognise the importance of educating the whole child within a creative, broad and innovative curriculum.