



JOB DESCRIPTION

Part-time Spanish Language Assistant

LINE MANAGER: Head of MFL

Key Responsibilities:

- To deliver the appropriate curriculum as outlined by your subject leader
- To provide oral support and tuition to pupils in the languages you speak
- To deliver extra-curricular support to the department where necessary

Key Tasks:

- To oversee and organise the resources for each group of pupils you teach within the department.
- To deliver language support to a high standard.
- To provide 1 to 1 and small group speaking practice with KS4 pupils.
- To provide 1 to 1 speaking practice with 6th Form language pupils.
- To provide 1 to 1 support to bilingual pupils.
- To contribute to and challenge outcomes of achievement from pupils taught.
- To maintain standards of discipline in line with Radnor House policies.
- To deliver afterschool intervention sessions, as instructed by the Faculty Head.
- To develop a continual updating of knowledge and understanding of the Languages curriculum through personal reading, research and training.
- To participate in school evaluation and INSET in the following areas of the curriculum: -
 - i. **Spanish and other related languages**
 - ii. **Pastoral including Child Protection**

Other considerations:

- Members of staff should, at all times work within the framework provided by the school's policy statements to fulfil the aims and objectives of Radnor House.
- To contribute to the co-curricular life of Radnor House
- To assist or lead in the organisation and management of languages events and co-curricular activities in consultation with the Subject Leader for Languages.
- To undertake such other duties as the Head or his Deputy may reasonably request.
- To continue the roles outlined in this job description to the highest level.

The above statement of Responsibilities is agreed to be an accurate job description