



Merchant Taylors' School

MERCHANT TAYLORS' SENIOR GIRLS' SCHOOL

Teacher of MFL – Spanish with French Job Description

About our School Family

Merchant Taylors' Schools, founded in 1620, will soon celebrate its 400th year in delivering outstanding educational outcomes. A leading provider within independent sector, we're looking for a new Deputy Head (academic) to ensure that we continue in this tradition of excellence.

We are a family of nationwide Schools, but our site in Crosby, Liverpool currently comprises of four schools; Junior Boys and Junior Girls aged 4- 11, and Senior Boys and Senior Girls aged 11- 18. Each School has its own Head Teacher and senior management team. This position is within the Senior Girls' School, where we have 450 girls.

Alongside the rigorous academic curriculum, we offer an abundance of other opportunities. At Merchant Taylors' our aim is to deliver a rigorous academic curriculum alongside a vibrant range of clubs and sporting activities designed to inspire and develop the talents of each girl. Whether it is on the stage, in the concert hall, on the sports field or working in the community, our young men have the chance to grow in areas outside of the classroom. Our committed and inspiring teachers seek to nurture a spirit of inquiry and curiosity in all our students, helping them to develop to their fullest extent. At the same time, this is a warm, caring community where people look out for one another.

The Post

The Teacher of MFL will be responsible for the delivery of the academic teaching of Spanish to A level and French to GCSE and to help the Head of MFL to provide a rich variety of opportunities in the Co-Curricular programme within Merchant Taylors' Girls' Schools, Crosby (MTGS). They will be responsible to the Head of MFL.

The MFL Department at Merchant Taylors' Girls' School presently consists of five teachers. The department offers French, Spanish, German and Chinese and the expectation is to maintain the provision with these four languages in the near future. All languages follow the AQA GCSE and A level examination boards. In Year 7, pupils choose to study two languages. Languages are not compulsory at GCSE level but the expectation is that at least 90% of the year group will study one

language with some opting for two. Language take-up at A level is improving but it is an aim of the department to boost numbers in this regard, as is the trend nationally. We would also like to run more language trips and such enrichment provision will be backed up by an increasing number of opportunities laid on outside the classroom in the form of modern-language spelling bees and other national and international language-based competitions and essay prizes.

Specific Responsibilities

The specific responsibilities of the Teacher of MFL include the following. The list is not exhaustive and may change over time as new initiatives evolve.

Teaching and Learning

- Ensuring that every student receives the best teaching and learning experience whilst in the department.
- Designing, setting and managing homework, so that it is a valuable extension of class activities and helps students to develop independent learning skills.
- Ensuring formative and summative assessment is meaningful and work set by the department is marked accurately and returned promptly.
- Manage coursework and internal and external exam preparation as appropriate
- Ensuring reports are individualised and meaningful, providing a valuable form of communication.
- Contributing to students' core skills of literacy, numeracy and IT capability; contributing to students' spiritual, moral, social and cultural development.
- Promote a collegiate culture for teaching and learning where colleagues freely share their practice and help one another to improve
- Attend results days in School; analyse results and write an annual report for the Governors
- Maintain up to date SOWs and ensure students have excellent access to materials

Operational

- Helping to deliver the objectives of an annual development plan as agreed by the SLT and the Head of MFL to reflect the School's aims, strategic intent and department's performance which helps improve the Department
- Working alongside the Head of MFL to ensure the Department identifies and meets the different needs of the pupils, enabling every student to give the best account of themselves whilst studying in the department
- Assisting with the admission and induction of students into the school where appropriate.
- Encouraging high standards of work, drawing attention to achievement through classroom displays, exhibitions for Open Days, public performances, website info etc.
- Support the Head of MFL to deliver a programme of co-curricular opportunities, trips and speakers which inspire a love for the subject and celebrate those students who contribute
- Encouraging interest in the subject and participation in appropriate activities.
- Liaise with parents on departmental matters, both verbally and in written reports
- Working alongside the Head of MFL to draw up and seek approval for departmental policies as appropriate and monitor adherence to these policies
- Help to manage any non-teaching staff attached to the Department according to the School's policies and procedures
- Liaise as appropriate with other departments e.g. the Library and the Exams Office

- Helping to manage the Department's resources, displays and classroom effectively, in line with Health and Safety guidelines

Essential Qualities/Attributes

- Demonstrate a passion for, and expertise in, their subject (Spanish and French) and use that to inspire the students whom they teach. They should hold a good honours degree in a relevant subject and further relevant qualifications, if appropriate.
- To either, hold QTS and demonstrate a track record of success as a teacher
- Knowledge and experience of teaching at GCSE and A Level
- Someone with an awareness of, and a commitment to, the needs of young people in a school setting; someone who shares the School's commitment to promoting the welfare of and safeguarding children
- An enthusiastic and dynamic teacher, able to motivate and inspire pupils to achieve the highest standards
- Someone who can build and maintain professional relationships, striking the right balance between formal and informal channels
- Someone with good time management skills, able to cope with the demands and life of a busy leading independent school
- An effective communicator
- Someone with good ICT skills and the ability to deal with the administrative routine
- Someone who can demonstrate a love of learning and who seeks to develop their professional practice

Safeguarding Statement

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact will be to adhere to and ensure compliance with the school's Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school he/she must report any concerns to the school's Child Protection Officer or to the Head Teacher. The post holder must possess an enhanced DBS check.

Terms and conditions

The post is tenable from April/September 2020. The successful candidate will be placed on the MTS pay Scale at a point commensurate with their responsibilities.

The successful candidate will be able to take advantage of the benefits offered by Merchant Taylors' Schools which include:

- Children of the successful candidate will be eligible for the School's discount tuition fee.
- Free access to the fitness suite in the Ian Robinson Sports Centre as well as a discounted rate on evening and weekend facility hire bookings.
- Childcare Voucher Scheme which can enable a saving of up to £933 a year on registered childcare fees for children up to the age of 16. It must be noted that they cannot be used as payment for tuition fees at the Merchant Taylors' Schools but can be used for Aftercare, Breakfast Clubs and Holiday Play Schemes as well as for nannies, child minders, nurseries, playgroups and crèches.

- Bike 2 Work Scheme. This offers employees a saving of up to 42% on the cost of bicycles and/or safety equipment.

Complimentary lunch and refreshments within the school day.