

## EMPLOYEE SPECIFICATION

**POST TITLE:** Teacher(s) of Spanish and French      **GRADE:** MPS/UPS      **SALENDINE NOOK HIGH SCHOOL**

Criterion No.	ATTRIBUTES	CRITERIA	HOW IDENTIFIED	RANK
1 2 3	Relevant experience	<ul style="list-style-type: none"> <li>• Experience of teaching Spanish and French to KS3and KS4.</li> <li>• Successful teaching experience across all abilities in the 11-16 age range.</li> <li>• Experience of assessment.</li> </ul>	Application Form Application Form Application Form & Interview	A A A
4 5 6	Education and training attainments	<ul style="list-style-type: none"> <li>• Qualified teacher status with appropriate qualifications to teach Spanish and French</li> <li>• If not NQT, recent relevant in-service training.</li> <li>• Competence in ICT.</li> </ul>	Application Form Application Form Application Form	A B A
7 8	General and special knowledge	<ul style="list-style-type: none"> <li>• Knowledge of current developments in the teaching of Modern Languages (French/ Spanish).</li> <li>• An awareness of equal opportunity issues.</li> </ul>	Application Form & Interview Application Form & Interview	A B
9 10 11 12 13	Skills and abilities	<ul style="list-style-type: none"> <li>• Effective interpersonal and communication skills.</li> <li>• Enthusiasm for the teaching of French/Spanish</li> <li>• Effective administration skills.</li> <li>• A creative and innovative ability to develop differentiated teaching materials.</li> <li>• The ability to motivate students.</li> </ul>	Interview Application Form & Interview Application Form & Interview Application Form & Interview Interview	A B B B
14 15 16 17 18	Additional factors	<ul style="list-style-type: none"> <li>• Commitment to a collegiate approach being involved with whole school issues and the life of the School.</li> <li>• Recent evidence of a willingness to contribute to out of hours clubs workshops and activities.</li> <li>• Willingness to fulfil a pastoral role.</li> <li>• Commitment to maintaining and/or raising standards.</li> <li>• A willingness to cooperate in the development of links with other schools and industrial organisations.</li> </ul>	Application Form & Interview Application Form & Interview Interview Interview Application Form & Interview	A B/C B

**Please make sure that you demonstrate your ability to meet the requirements of the job by giving clear, concise examples of how you meet each criteria on your application form. The letters A, B and C in the Rank column refer to the importance we will give your answers when we read your application. You must have all the As on day 1 to be able to do the job. If a large number of people apply for the job, we will only shortlist those who have the Bs and Cs as well as the As. We recognise and welcome our responsibility to remove any barriers in our Recruitment and Selection process for disabled people. We have tried to do this but if you have a disability and identify any barriers in the job description or employee specification, please tell us of these in your application. We are committed to making reasonable adjustments to the job wherever possible and it would help us to know your needs in order to do this.**