

Further Particulars
German Language Assistant and Teacher of German (0.6) (Maternity Cover)
Required from 29th August – 31st December 2019

North London Collegiate School is seeking to appoint a German Language Assistant and part-time Teacher of German (maternity cover) to start at the end of August 2019, for one term.

We are a highly selective independent school for girls aged from 4 to 18 years. Entrance to the secondary school (year 7, age 11) is by examination and interview, and the school has consistently featured in the top five schools in national league tables for the past decade. Modern Languages are a very popular option at the school, and German is one of the most popular of the six languages we offer. We have very good numbers at all levels, enjoy outstanding examination results and annually we send a good number of girls to top universities to study German, either in combination with another modern language, or with another subject.

Personal Specification

We are looking for a German Language Assistant to help prepare girls for IGCSE, IB and Pre-U oral examinations and to enthuse pupils further about Germany's culture and language. The post holder will also teach two IB groups, a role that offers valuable experience to any Language Assistant who has ambitions to teach more full-time.

Key skills / Qualities

The person to be appointed to the role will be an excellent communicator, possessing very good interpersonal skills and capable of communicating his/her enthusiasm for languages. Strong organisational skills are required.

Hours Worked

This position is based on 0.6 of Full Time. The post holder will be required to work three days a week.

Line Management

This role reports directly to the Head of German.

Responsibility

Teaching throughout the School from Year 8 to Year 13, including IGCSE, Pre-U and IB.

Aims of the Department

The Department aims to promote an enthusiasm for language learning, an interest in other cultures and an awareness of the importance of languages in today's society in addition to an independent approach to study and a passion for learning.

The Department

The Department consists of twelve full-time members of staff, six part-time members of staff plus eight language assistants, two in French and in Spanish and one each in German, Italian, Russian and Mandarin Chinese. Eleven of the MFL teachers teach French at some level in the school and five teach Spanish. The Department is well equipped and resourced. It has its own office with four computers as well as laptops for teaching staff; there are two digital language laboratories, one exclusively for 6th form use; and all classrooms have interactive whiteboards.

The members of the Department share a common ethos and the atmosphere is very positive: staff willingly share their expertise and resources and volunteer for extra responsibilities as and when necessary. Trips to the theatre, to the cinema and to art galleries are frequent, as are extracurricular activities. There is a Polyglot Society run by the Sixth Form whose aim is to bring awareness of languages to all sections of the school.

The Curriculum

At KS4 French, Spanish and German follow the CIE IGCSE specification. Russian follows the Edexcel specification. In the 6th form all languages follow the CIE Pre-U specification. Numbers of girls pursuing modern language study at all levels are extremely healthy, and each year a good number of girls apply successfully to top universities for Modern Languages courses.

French, Spanish, German and Russian are all offered for both the Pre-U and the International Baccalaureate Diploma. In addition, girls may start Italian Pre-U from scratch in Year 12, or take up Italian or Mandarin Chinese as a Standard Level ab initio language as part of the IB Diploma. Girls also have the opportunity to undertake an Asset course in Mandarin Chinese.

Currently all girls study French (4 periods per week) in Years 7-9. In Year 8, all girls add either Spanish or German (3 periods per week); there are usually four sets in Spanish and two in German. In Year 10, all girls must choose at least one modern language for (I)GCSE on four lessons per week. From September 2014 all girls in Year 7 will continue to study French, but there will be a free choice in Year 8 of any two languages from Spanish, French, German and Mandarin.

Trips

There is a varied programme of exchanges and study trips for pupils throughout the school and all members of the Department are expected to contribute to the programme, either by taking trips or helping to organise them. Currently we have a long-standing exchange with the Goethe-Gymnasium in Ludwigsburg for Y9 and Y10. A Sixth Form German trip to Munich is also offered.

Extracurricular activities

It is expected that each member of the Department will volunteer to run extracurricular activities. These could include responsibility for the Polyglot Society, the Miniglot Society for younger girls, theatre and cinema outings and visits to galleries.

External opportunities

There is a strong culture of professional development at the School. In addition to the openly advertised internal promotion and professional development posts, the School also offers a number of external opportunities.

Following the opening of two partnership schools, North London Collegiate School, Jeju (in South Korea), and North London Collegiate School, Dubai, staff in the UK have opportunities to be involved in monitoring visits to South Korea and Dubai, and to be involved in the recruitment and training of

their staff. A number of exchange opportunities are available to staff, both to Korea, and to partner schools in the USA and Australia.

The School works closely with The Prince's Teaching Institute which provides residential, subject-specialist teacher training to the maintained sector. The School pays for a number of staff from NLCS to attend the courses.

As part of the larger Senior School we benefit from being able to attend lectures and presentations from an eminent number of speakers, including John Bercow, Margaret Beckett, Brian Sewell, Tom Holland and Lord Winston.

Terms and Conditions

North London Collegiate School has its own salary scale, with the role being paid according to experience and qualifications.

The School is a member of a BUPA group scheme; subscription is open to all staff. Staff may pay into the Teachers Superannuation Scheme. NLCS terms are shorter than the maintained sector.

Some staff accommodation is available on site. There is free use of the School's coach service and exclusive use of the indoor swimming pool, fitness suite and sports hall. Staff children who are selected to join the Senior School enjoy 25% fee remission (for up to two daughters).

Applications

Application should be made in writing to the Headmistress with a letter of application, completed application form and the names and addresses of two professional referees, one of whom should ideally be the Head of the applicant's present school.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment as part of their duties. The successful candidate will be asked to apply to the Disclosure and Barring Service for an Enhanced Disclosure.

Closing date for applications is Wednesday 22nd May at 4.00pm.
Interview date is Wednesday 5th June.