

Modern Foreign Languages Assistant - French

Title:	Modern Foreign Languages Assistant - French
Grade:	£16.55 per hour
Hours:	Variable hours
Status:	Permanent
Activity:	Regulated
Responsible to:	Head of Faculty

Key role objectives

To contribute to providing outstanding student experiences through supporting the MFL team with teaching, learning and assessment, enabling students to maximise their potential.

- To work closely with the Modern and Foreign Languages Programme Leaders with the delivery of MFL sessions
- Provide practical support and engage with team teaching with the programme leaders in the MFL subjects
- Actively engage students in language learning activities with on an individual, paired and small group basis
- Support students through the practice of conversation with individuals and small groups
- Support the MFL programme leaders by producing relevant and engaging teaching material
- Assist in the preparation of learners for a range of accreditations and assessments
- Support any Modern and Foreign Languages activity such as revision days or clubs

Additional Duties:

1. Responsibility for safeguarding and promoting the welfare of children and adults
2. Responsibility for promoting equality of opportunity and access to all, irrespective of age, background, race, gender, religion, ability, disability or sexuality.
3. Promote a teaching, learning and working environment that is free from discrimination and where all students and staff are encouraged to express their individuality.
4. Be responsible for safeguarding and promoting the welfare of students.
5. Undertake such additional duties as may be reasonably required commensurate with the level of responsibility within the College at any of the College's sites or place of work.
6. Promote and conduct your professional duties and responsibilities within the parameters of the colleges agreed values and aims.

N.B. In consultation with the post holder, the role is liable to variation by the College to reflect actual, contemplated or proposed changes in or to the job.

Person Specification

Modern Foreign Languages Assistant



Criteria		How Evaluated	
		Application	Interview
Experience	Essential: - Fluent speaker of French	✓	
	Desirable: - Experience of language learning in the British education system	✓	
Skills & Abilities	Essential: - Good English language skills		✓
Qualifications	Essential: - Relevant qualifications equivalent to A Levels (Level 3)	✓	
	Desirable: - Degree in English/French or ongoing studies at a university, working towards a degree in English literature or language or French	✓	
	- Working towards a teaching qualification	✓	
Personal Qualities	Essential: - Strong interpersonal Skills	✓	✓
	Desirable: - Strong communication Skills	✓	✓
Mandatory requirements	Essential: - Commitment to safeguarding and promoting the welfare of children and vulnerable adults in College		✓
	- Commitment to equal opportunities		✓



Exeter College Values

At Exeter College we are committed to being an exceptional College. Therefore all employees will be expected to demonstrate our Exeter College Values.

VISION

To be an exceptional college.

MISSION

To shape the future of education by delivering excellence in all aspects of our work, in order to realise the ambitions of our learners, city and region.

