Role Profile: Teacher of MFL

Purpose

The post holder will be responsible for pupils' learning and progress across the full age and ability range within the Senior School (Years 7-11). The post-holder should blend creativity and rigour in the classroom, have a passion for languages and the motivation to work collaboratively with the Head of MFL in propelling our enthusiastic and hardworking pupils to excellent rates of academic progress.

Professional Standards

- Supporting and promoting the aims and ethos of the school
- Inspiring trust and confidence in pupils, colleagues and parents
- Engaging and motivating pupils
- Building a strong profile for the subject, both within and beyond the MFL Department
- Continually striving to develop the quality of pupils' learning
- Working collaboratively and with a commitment to continuous improvement
- Actively contributing to the successful enactment of departmental and school improvement planning
- Participating in the school's extra-curricular activities programme

Teaching

- Planning and preparing lessons in accordance with the schemes of learning and departmental handbook
- Liaising with relevant colleagues on the planning of work for collaborative delivery
- Taking account of pupils' prior levels of attainment and using them to set ambitious targets for future attainment
- Maintaining good discipline by adherence to the advice given to colleagues in the Staff Handbook and elsewhere
- Setting high expectations for pupils' behaviour by establishing a purposeful working atmosphere in accordance with the Code of Conduct
- Setting appropriate and demanding expectations for pupil learning, motivation and presentation of work

Assessment, Recording and Reporting

- Maintaining plans of lessons undertaken and records of pupils' work
- Marking, monitoring and returning work within a reasonable and agreed timespan, providing constructive oral and written feedback, and clear targets for future learning as appropriate
- Reporting pupil progress in line with school policy and as specified in the published calendar
- Keeping parents informed of pupil progress by attendance at parents' evenings and by other measures as appropriate
- Being familiar with the code of practice for identification, referral, assessment and monitoring of special educational needs

Pastoral Care

- Undertaking responsibility for a form group as required
- Being the first point of contact for parents of pupils in the form
- Setting targets for and monitoring the social and academic progress of pupils in the form
- Promoting and monitoring pupil attendance in accordance with school policy

Safeguarding Responsibilities

- Complying with safeguarding policies, procedures and the employee code of conduct
- Demonstrating a personal commitment to safeguarding and pupil/colleague wellbeing
- Ensuring that any safeguarding concerns or incidents are reported appropriately in line with policy
- Engaging in safeguarding training when required

Person Specification

	Essential	Desirable
Experience & Qualifications	• Qualified teacher status • A good Honours degree	• Courses of further study relevant to the post • Evidence of involvement in personal CPD
Skills and Personal Characteristics	• Enthusiasm for and knowledge of the subject, with fluency in Spanish and French • An ability to communicate effectively with parents, pupils and staff in a variety of ways • An ability to think originally and creatively, and to show initiative • A commitment to support the ethos of the school as a community • Good ICT skills • An ability to cope with a busy working day and a varied programme of teaching • A sense of humour • Evidence of the ability to work as a member of a team • A clear understanding of how to engage with school data • Excellent attendance record • High standards of professionalism • Understanding of pastoral care needs and willingness to be a Form Tutor • A concern for the reputation of the school • An ability to contribute to extra-curricular activities	• Excellent administrative abilities • Clear understanding and knowledge of current curriculum issues

	Essential	Desirable
Other	• Ability to respond flexibly and adapt to changing and challenging circumstances • Ability to maintain strict confidentially of information received and process as part of the job role • Ability to set and maintain high standards • Ability to project a professional image for the school • Willingness to undertake appropriate training • Willingness to deliver appropriate training within the school as deemed necessary by the Headmaster	