



Skills specification for Head of Spanish (Prep)

Applicants are expected to:

		Essential	Desirable
Specific requirements	Be able to teach Spanish to pupils in Key Stage 2 and 3	✓	
	Fully support the aims and ethos of a boarding school and fulfil the associated duties	✓	
	Be able to teach French to KS2 and/or KS3		✓
Qualifications	Have Qualified Teacher Status	✓	
	Be a well-qualified graduate of Spanish or related specialism	✓	
	Have an ongoing record of CPD; be reflective and willing to learn from past experiences	✓	
Experience	Have knowledge of current educational issues, covering both academic and welfare matters including and up-to-date knowledge of current legislative issues and guidance in relation to working with young children	✓	
	Display a commitment to, and knowledge of, the safeguarding of children	✓	
	Have relevant experience working with children of this age	✓	
Professional skills	Have a full commitment to high standards of assessment and tracking	✓	
	Be able to plan and manage a budget efficiently		✓
	Lead and deliver CPD to any colleagues within your department, or the wider MFL department		✓
	Be able to contribute to the school's sporting programme		✓
	Liaise effectively with colleagues within the wider school MFL department	✓	
	Be able to analyse and evaluate pupil data to effectively monitor and track pupil's progress, as well as using data to inform future planning.	✓	

	Offer activities (Spanish-based and others) as part of the extra-curricular programme	✓	
	Be passionate about Spanish and to try to actively promote pleasurable and successful learning for all pupils so that each pupil is positively encouraged to develop his/her potential to the full	✓	
Personal qualities	Be resilient and demonstrate the ability to work under pressure and meet deadlines	✓	
	Manage time effectively	✓	
	Lead by example in terms of planning, marking and creativity	✓	
	Be willing to work within organisational procedures, processes and meet the required standards for the role	✓	
	Have excellent communication skills, and value and respect the needs and views of pupils, colleagues and parents	✓	
	Have a high level of flexibility with a 'can do' attitude and an openness to new ideas and practices	✓	
	Act as ambassador and professional advocate for the School, with strong personal credibility and the capacity to build relationships	✓	