

# ROYAL ALEXANDRA AND ALBERT SCHOOL



## JOB DESCRIPTION

<b>Post Title:</b>	Teacher I/C Spanish
<b>Scale:</b>	Main Scale +TLR2 (£2667)
<b>Start date:</b>	January 2017

### The Role

To support the Head of MFL in providing inspirational leadership of the MFL department to ensure all our pupils make excellent progress. To inspire teachers and students to have a passion for the subject and to ensure Spanish is a vibrant department within the school community.

### Key Responsibilities

- To provide strong and supportive leadership of Spanish
- To lead the department to the highest standards of professionalism as a role model for colleagues and pupils
- To lead the design and implementation of an outstanding Spanish curriculum
- To constantly review and develop the quality of teaching and learning with the department to ensure outstanding practice
- To observe, mentor and provide guidance to teachers within the department
- Be held accountable for the progress of all pupils in Spanish across the school, along with the Head of MFL
- To promote the subject and ensure it is thriving throughout the school, including at GCSE
- To teach Spanish across all Keystages and French to KS3
- To be a form tutor
- To contribute to the co-curriculum life of the school

### Leadership of subject

- To develop and implement a creative curriculum across Spanish and ensure the delivery of high quality teaching, in all curricular and co-curricular activities
- Develop innovative schemes of work which are inspiring for learners and teachers alike

- To assess the performance of pupils and record their development, progress and attainment and ensure this is done consistently across the department using internal moderation where necessary
- Analyse progress and attainment data and use this to inform possible changes to curriculum design, and pupil interventions
- Work in collaboration with colleagues to ensure pupils receive high quality interventions
- Through regular observation and feedback, mentor subject teachers to ensure excellent teaching and learning in all lessons
- Ensure that classroom teachers are utilising best practice for the teaching of Spanish
- Lead departmental inset to share good practice and develop teaching and learning within the curriculum area
- Conduct evaluations of the quality of teaching and learning of individual classes and as a department, agreeing implementing and holding teachers to account to changes to teaching and learning
- Create and sustain a positive department culture, where staff feel collectively supported and developed
- Take the role of Performance Manager for members of the department

### **Teaching and Learning**

- Plan and teach engaging and challenging lessons
- To provide clear structures for lessons, and for sequences of lessons, in the short, medium and longer term, which maintain pace, motivation and challenge
- To plan effectively to ensure that pupils have the opportunity to meet their potential, taking account of the needs from those who are underachieving to those who are very able, making use of relevant information and specialist help where available
- Use regular, measurable and significant assessments of teaching
- Complete all reporting on time
- Closely monitor progress and attainment of pupils and use it to inform teaching
- To set high expectations for pupil behaviour and establish a safe environment that supports learning and where pupils feel secure and confident
- Maintain regular and productive communication with parents about their child's progress, behaviour and development, including attending after school parent meetings as required

### **Other**

- Undertake professional development as agreed with school leaders
- Perform additional duties and tasks required for the effective operation of the school as directed by the Headmaster

## Person Specification: Teacher I/C Spanish

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• Good Honours Degree</li> <li>• Recognised Teaching Qualification</li> </ul>	<ul style="list-style-type: none"> <li>• Additional qualifications</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Experience of successful teaching of Spanish to GCSE</li> <li>• Excellent classroom practitioner</li> <li>• Evidence of continually improving the teaching and learning of their subject</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of successful teaching of AS/A Level Spanish</li> <li>• Experience of a pastoral role within school</li> </ul>
Teaching and Learning	<ul style="list-style-type: none"> <li>• Excellent classroom practitioner</li> <li>• Has good communication, planning and organisational skills</li> <li>• Commitment to regular and on-going professional development and training to establish outstanding classroom practice.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of data tracking</li> <li>• Knowledge of the curriculum reforms</li> </ul>
Personal	<ul style="list-style-type: none"> <li>• Hardworking</li> <li>• Enthusiastic</li> <li>• Resilient</li> <li>• A strong team player</li> <li>• Good sense of humour</li> </ul>	

The Royal Alexandra and Albert School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including an Enhanced DBS check.