KING EDWARD VI COLLEGE, STOURBRIDGE

JOB DESCRIPTION
Teacher of French

JOB PURPOSE

The role of the teacher is central to the provision of a high quality learning experience. Teachers at King Edward VI College will have enthusiasm and excellent subject knowledge to encourage, motivate and inspire students within their subject area. Teachers will provide engaging lessons which inspire students to achieve their best, enabling students to continually improve their performance by providing positive, constructive feedback. Teachers will have a thoughtful and self-reflective approach to pedagogy and a strong desire to be an outstanding classroom practitioner, with a genuine enthusiasm for working with 16-19 year olds.

KEY PERFORMANCE AREAS AND RESPONSIBILITIES

The post-holder will deliver the key responsibilities under the following categories:

Curriculum

1. Plan, prepare, deliver and review lessons and other activities to ensure the effective progress of assigned students in the agreed specifications.

2. Develop resources, materials and schemes of work which meet the needs of individual students.

3. Employ varied methods of teaching, learning and assessment which enable students to take responsibility for their own learning.

4. Set regular and relevant homework, tests and assignments to support and consolidate learning.

5. Use appropriate technology to support learning.

6. Maintain an attractive and educationally stimulating classroom environment.

7. Promote high standards of behaviour, attendance and punctuality.

Student assessment, reporting and support

1. Promote and safeguard the welfare of children and young people.

2. Provide regular feedback on work.

3. Maintain accurate records of students' progress and development in accordance with the college's tracking, monitoring and intervention procedures.

4. Provide appropriate support and challenge for students in accordance with the College's student intervention procedures.

5. Communicate regularly to students, colleagues and parents regarding student progress and student needs.

Subject review and development

Participate in development activities, as appropriate and as required by the curriculum leader or subject leader, including the preparation of the annual subject self-assessment review (SAR) and quality improvement plan (QIP).

Liaison within and outside College

1. Attend all relevant staff and curriculum area meetings as reasonably required.

2. Participate in college publicity and recruitment events as appropriate.

3. Liaise and communicate as appropriate with students and parents/carers in accordance with college policy.

4. Maintain and promote an awareness of equality, diversity and inclusion (EDI) and health and safety issues and adhere to any relevant college policies on these and other cross-college matters.

5. Promote a positive image of the College to external agencies and the local community.

GENERAL RESPONSIBILITIES

1. Participate in training and team development activities, to update knowledge and skills.

2. Make best use of technology, facilitating change to deliver new ways of working, which support the College's strategic objectives and core values.

3. Demonstrate commitment and enthusiasm to promote the principle of equality, diversity and inclusion in employment and service delivery.

4. To adhere to all college policies and procedures, especially those relating to child protection and safeguarding, students, health and safety, equality of opportunity and human resources, and the financial regulations and procedures.

5. Take part in the College's staff appraisal and performance management cycles as appropriate.

6. To undertake such other duties, commensurate with the post, which your managers, or other members of the executive leadership team may reasonably and occasionally require, including working evenings and covering for absent colleagues.

ADDITIONAL INFORMATION

1. The post holder will report to the curriculum leader responsible for the subject, who will serve as the line manager. The post holder will work collaboratively with the subject leader.

2. Salary will be paid on the Sixth Form Colleges Association teaching staff pay scale, grades 1-9 (currently £23,396 – 38,748). The salary point is determined according to relevant experience and is pro rata for part-time teachers.

3. This is a minimum 0.6 fraction position with a view to teach 0.8 during 2019-2020 term dependent on admission numbers, subject to the conditions of service handbook of the Sixth Form Colleges Association.

4. All employees have a general duty in law to take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions.

5. Please be aware that the duties and responsibilities outlined above are not exhaustive and may be varied from time to time after consultation with the post holder. They do not form part of the post holder's contract of employment.