

Job Description: Deputy Head of MFL Dept

Reporting to:	Head of MFL
Location:	Ark Charter Academy, Southsea
Contract:	Permanent
Working Pattern:	Full time
Salary:	MPS/UPS + TLR2a
Start Date:	September 2022 (potential to start earlier)

The Role

As Deputy Head of MFL, you will assist the Head of MFL in the effective delivery of an outstanding curriculum, which enables the highest level of student progress and attainment in MFL. You will support the Head of MFL to lead the professional community of teachers in MFL, and to promote outstanding teaching and learning and a strong school culture within a nurturing and rigorous environment.

Key Responsibilities

Leadership and Management

- Assist in monitoring, evaluating and reviewing classroom practice and leading improvement strategies which ensure teaching instils an enthusiasm and passion for MFL
- Along with colleagues, create schemes of learning, assessments, and promote effective pedagogy to ensure students develop a love of languages, leading to more students studying a language at KS4 and beyond
- Work closely with the Head of Department to use assessment data to inform planning and maximise progress at each key stage. Actively monitoring specific student cohorts ensuring timely and effective intervention is achieved
- Assist in the monitoring of marking across the Learning Area, ensuring students are provided with constructive feedback and are set appropriate targets to maximise progress
- Assist the Head of Department in raising the profile of the department across the school, including managing the enrichment provision
- Help to maintain and establish discipline across the school adhering to the school's policy
- Assume responsibilities of the Head of Department in their absence
- Ensure that special educational needs are met within the subject through effective liaison with the SENCO, LSAs and other staff;
- To appraise staff as required, in line with the school's Performance Management policy.

Teaching & Learning

- Set high expectations so that all students are inspired, motivated and challenged to reach their full potential, and in doing so meet their progress and attainment targets
- Plan and teach well-structured, differentiated lessons that are aligned to the agreed curriculum and cultivate every student's intellectual curiosity
- Use data to inform teaching and learning, identify areas for intervention and provide feedback to students, staff and families in order to promote progress and outcomes

- Manage behaviour effectively to create a safe, respectful and nurturing environment so that students can focus on learning
- Work collaboratively with both school and network colleagues as a committed team member, building successful, high performing teams
- Participate actively throughout the network, by attending relevant meetings, and, as appropriate, delivering network-wide training and initiatives
- Work with colleagues, students and families to develop a strong school community

Other

- Actively promote the safety and welfare of our children and young people
- Ensure compliance with Arks data protection rules and procedures
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required
- Assist the Principal in maintaining and developing all that is distinctive in our Church of England school
- Participate fully in the Christian Life of the school
- To ensure the Christian ethos, Academy vision and Christian values of the Academy are clearly articulated, shared, understood and acted upon effectively by all
- To lead acts of collective worship, ensuring that key messages and aspirations are reinforced, and the Christian ethos of the Academy is developed (where applicable)

This job description is not an exhaustive list and you will be expected to carry out any other reasonable tasks as directed by your line manager.

Person Specification: Deputy Head of MFL Dept

Qualification Criteria

- Qualified to teach in the UK
- Degree in Spanish and/or French

Knowledge, Skills and Experience

- Demonstrable commitment to raising attainment of all pupils in a challenging classroom environment
- Experience of having designed, implemented and evaluated effective, imaginative and stimulating schemes of work and of leading successful enrichment programmes
- Experience or knowledge of improving the quality of teaching and learning through the development of progression plans, schemes of work and high-quality resources
- Experience of interpreting complex student data to drive lesson planning and student progress
- Excellent understanding of both Spanish and French and general teaching pedagogy
- Be or demonstrate the potential to become an outstanding teacher of MFL
- Mastery of and enthusiasm for your subject
- Effective and systematic behaviour management
- Knowledge of the national secondary education system, examinations and curriculum

Behaviours

- Genuine passion for and a belief in the potential of every student
- A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and understanding how and when to take appropriate action
- Deep commitment to Ark's mission of providing an excellent education to every student, regardless of background
- Excellent interpersonal, planning and organisational skills
- Resilient, motivated and committed to achieving excellence
- Reflective and proactive in seeking feedback to constantly improve practice
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice.
- Commitment to and understanding of professionalism in line with the National Teaching Standards

Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process. This process is outlined [here](#), but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.