



St. Michael's Catholic School, High Wycombe Campus

Job Description – Subject Teacher MFL (French)

Phase: Secondary	Department: Enterprise
Job Title: Subject teacher for MFL (French)	Pay Grade: MPS
Term of Employment: Permanent	
Designation of Post within School Structure	
Executive Headteacher Head of School Wycombe Campus Senior Assistant Headteacher Head of Modern Foreign Languages Subject Teacher for French	
<p>This job description identifies the responsibilities attached to this post. It is subject to the limits of the School Teachers Pay and Conditions Document.</p> <p>This job description is subject to amendment from time to time within the terms of the conditions of employment, as the needs of the school may require, but only to an extent consistent with those conditions of employment and after consultation with the post holder.</p>	
Main Duties and Responsibilities	
<p>1. The Post</p> <p>St Michael's Catholic School are seeking to appoint an enthusiastic and inspirational subject teacher for the MFL department at our Wycombe Campus. This exciting opportunity would suit an Early Career teacher, a teacher with experience currently in post, or someone looking to return to teaching. The person appointed will demonstrate a commitment to creating a positive and pupil-centred learning environment within MFL. They will seek to nurture pupils' God-given talents with enthusiasm, and work alongside the Head of MFL in developing our pupils for life. They will understand the value of MFL and its impact on learning across the curriculum for the general well-being of pupils. This role requires a post holder who is excited about being part of the schools CPD offer and the fostering of a school-based research culture.</p>	
<p>1.1 Post Purpose</p> <ul style="list-style-type: none"> a) Carrying out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions document, including meeting all of the current Teaching Standards and duties under the reasonable direction of the Executive Headteacher or Head of School. b) To manage their day to day work, ensuring they are up-to-date and informed about the current specific requirements of their classes and the department development plan. 	



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- c) To work with the senior leadership team and MFL department in order to ensure that students are clear about targets, assessment and the school's commitment to improving attainment through better progress.
- d) To teach quality first lessons.

1.2 Responsible for: teaching lessons that enable the pupils of St. Michael's to exceed their potential.

1.3 To be a form tutor.

1.4 Liaising with: the Curriculum Lead (MFL) and appropriate pastoral leader.

1.5 To continue own professional and personal development.

1.6 To understand the distinctive qualities of the Catholic Ethos in Education and the particular aspects of teaching in a Catholic school.

1.7 To understand the importance of safeguarding and how to make a referral. This includes all areas of safeguarding including the Prevent agenda and FGM.

2. Teaching

2.1 To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher. The level of contact time will be reviewed each year in accordance with staffing levels and priorities.

3. Notes

3.1 The above responsibilities are subject to the general duties and responsibilities contained in the statement of conditions for employment.

3.2 This job description is not a comprehensive definition of the post. This job description should be reviewed each year as part of the appraisal process.



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Person Specification	Essential	Desirable	Evidence
Degree in appropriate subject area	*		Application
QTS	*		Application
Practicing Roman Catholic		*	
Working knowledge of the theory and practice of teaching MFL in a secondary school	*		Interview
Excellent subject knowledge	*		Observed lesson
Evidence of continuing professional development	*		Application
Use of ICT in teaching	*		Interview
Up-to-date with current developments in teaching MFL	*		Application letter Interview
Experience of organising extra-curricular activities, including successful interventions		*	Reference Application Interview
Experience and passion for developing a curriculum in a growing department	*		Interview

Relevant Skills and Aptitudes	Essential	Desirable	Evidence
To teach Key Stage 3 and GCSE French		*	Reference Application
To enthuse students by teaching imaginatively and creatively employing a variety of teaching styles	*		Reference Observed lesson
To create a positive, inclusive learning environment	*		Reference Observed lesson



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To differentiate teaching so that the learning of all students is addressed	*		Reference Observed lesson
To analyse relevant data to inform teaching and to set challenging targets for students	*		Reference Application letter

Personal Qualities	Essential	Desirable	Evidence
Enthusiastic and approachable	*		Reference Interview
Commitment to extra-curricular activities	*		Application Interview
Good interpersonal skills	*		Interview Observed lesson
Sense of humour	*		Interview Observed lesson
Clear educational philosophy	*		Interview
Commitment to professional development	*		Interview Reference
Willingness to share expertise	*		Application letter
High expectations of students and their behaviour	*		Observed lesson Interview
Hardworking and conscientious	*		Reference
Willingness to organise school visits		*	Interview
Good communication skills	*		Interview
Ability to prioritise own workload	*		Interview