



Queen Mary's Grammar School

Headmaster: R J Langton, M A

Job Title:	Head of Department – French and Spanish
Start Date	September 2023
Grade / Salary:	MPR/UPR plus TLR 2C
Contract	Permanent

The successful candidate will:

- Consistently plan and deliver outstanding lessons to all Key Stages and support colleagues to do the same. The successful candidate to be able to deliver Spanish up to A Level.
- The ability to teach French as well as Spanish would be an advantage, but is not essential.
- Be fully aware of ongoing developments in the Spanish and French curriculums and ensure that pupils' learning is effective and challenging
- Manage the creation, consistent implementation and ongoing improvement of medium term plans and curricula
- Set, feedback to, and analyse internal assessments as required and have an oversight of results across the department, responding to the needs of individuals and groups where appropriate
- Instil discipline within the subject area, ensuring that behaviour is outstanding and that students are conforming to the school rules and expectations
- Be a key contributor in relation to the 'Queen Mary's experience' – offering extra curricular opportunities through trips and groups/societies.
- Be responsible for the management of the departmental budget
- Communicate effectively within both the department and wider school community – fostering links with other subject areas, external agencies and through participation in the school's curriculum group (made up of Heads of Department).

Person Specification:

- You will be an experienced and skilled classroom teacher with a proven track record of academic success and curriculum impact
- You will be passionate about the academic rigour of the subject and all that Spanish and French entails
- You will be committed to diversity and representation in teaching and learning
- You will be a well-qualified graduate with QTS and possess excellent subject knowledge in Spanish and/ French. In particular, you will be capable of delivering Spanish up to A Level.
- You will be an innovative and effective teacher, keen to develop the role of the Department across the school
- You will have a commitment to the ethos of the school and a willingness to contribute to extra-curricular activities
- You will be positive and enthusiastic in your approach to teaching, departmental management and working in the school
- You will have good oral and written communication skills
- You will have the ability to work as part of a team and to develop and maintain positive relationships with teaching and associate staff, as well as students
- You will be willing to be involved in the pastoral life of the school as a tutor
- You will be suitable to work with children. This job is subject to an Enhanced Disclosure.

Please be aware that candidates submitting generic applications, which make scant or no reference to the school, will not be shortlisted.

Queen Mary's Grammar School is committed to safeguarding and promoting the welfare of children and young people and all applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. Safeguarding and Safer Recruitment Policies can be found on our website.



Queen Mary's Grammar School, Sutton Road, Walsall, West Midlands, WS1 2PG
01922 720696 www.qmgs.org . enquiries@qmgs.merciantrust.org.uk  @qmgs1554
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