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|  | Specification for the post of  **KS4 Coordinator MFL**  **Woodchurch High School** | *Employee Specification Form*  *M23* |

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| **Personal Attributes** | | | | |
|  | **Essential** | | **Desirable** | |
|  | **Attribute** | **Stage Identified** | **Attribute** | **Stage Identified** |
| **Qualifications** | * Appropriate Degree * Qualified Teacher Status * Evidence of further relevant professional development * Obtain Local Authority DBS Clearance and satisfactory references. * PGCE/QTS in Secondary phase | L, F |  |  |
| **Experience** | * Have a proven teaching track record of outstanding teaching over a sustained period of time. * Teaching French and Spanish in a secondary school setting to GCSE level. * Clear understanding of effective classroom practice * Evidence of strategic leadership developing policies and practices. * Experience of raising standard * To have had significant mentoring and coaching experience | L,I,R,F  L,F,R | * To have had experience in remote and online planning and teaching. | L,I |
| **Knowledge and Skills** | * Have a critical understanding of the most effective teaching, learning and behaviour management strategies, including how to select and use approaches that personalise learning to provide opportunities for all learners to achieve their potential. * Demonstrate excellent and innovative pedagogy. * Have analytical, interpersonal and organisational skills necessary to work effectively with staff. * Have teaching skills which lead to excellent results and outcomes. * Demonstrate excellent and innovative pedagogical practice. * Have an excellent ability to provide learners, colleagues, parents and carers with timely, accurate and constructive feedback on learners’ attainment, progress and areas for development that promotes pupil progress. * Use local and national statistical data and other information, in order to provide: * a comparative baseline for evaluating learners’ progress and attainment. * a means of judging the effectiveness of their teaching. * a basis for improving teaching and learning * Excellent interpersonal skills * Knowledge of Assessment for Learning procedures and curriculum specific assessment procedures * ICT skills | L,I  L, F  L, F  L,F  L,I, | * Have had a wide pastoral experience | L,I, |
| **Special Requirements** | * Ability to relate to and promote the Christian ethos of the school. * To follow the School’s Child Protection and Safeguarding procedures. * Willingness to undertake training as required. * Excellent attendance and punctuality. * Ability to work under pressure and meet deadlines. * Commitment to raising of standards and achievement. * Potential for further career development and progression. * Ability to be able to work effectively as a form teacher and to support the development of pastoral work within school * Excellent communication skills * Excellent Team Player * Stamina, resilience and optimism * Loyalty | L,F,R,I | * Ability to contribute to CPD, coaching and mentoring | I |

Signed.......................................................................... KEY: F=FORM, L=LETTER, I=INTERVIEW, R=REFERENCE, P=PORTFOLIO