

Job Description

Part-Time Teacher of Spanish (MFL)

Working hours	0.2 (Fridays only). The LAET academic year currently comprises 37 teaching weeks The standard working day for our Teachers is 8.00am-5.15pm but we operate a Core Hours Working system to offer a more flexible working pattern and work-life balance
Salary	£37,930 - £60,096 FTE (Using the LAET payscale)
Pension scheme	Teachers' Pension Scheme
Start date	January 2025
Contract term	Fixed-Term for the remainder of the 2024-25 academic year
Line management	N/A
Line manager	Lead Teacher - MFL

The key role for the Teacher of Spanish will be to ensure that teaching and learning in the classroom are excellent and therefore students make outstanding academic progress. In fulfilling this role, the successful candidate will be intellectual, passionate, rigorous, hardworking, resilient and self-reflective. The successful candidate will need to have an excellent level of Spanish.

Key responsibilities of the role

- To ensure that learners in the classroom make outstanding academic progress
- To provide effective pastoral support to a tutor group of ambitious and aspirational students
- To contribute fully to the extended curricular offer at LAE Tottenham

Specific tasks to achieve the above

- To teach good and outstanding lessons in Spanish
- To have high quality and in-depth subject knowledge
- To plan and adapt teaching effectively to meet the needs of all students, especially those who require additional support
- To ensure the provision of resources which allow students to become independent learners
- To provide formative and summative assessment for all students in a timely and effective manner
- To build a positive academically-focused rapport with all learners
- To support students academically outside lessons as appropriate
- To have an effective understanding of the examination arrangements in the specialist subject area
- To create a challenging but caring and nurturing learning environment

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- To produce high-quality resources and maintain displays which promote academic achievement
- To actively reflect on teaching practice and welcome feedback from colleagues
- To be a pastoral tutor for a group of Year 12 or Year 13 tutees, supporting their academic and pastoral development
- To play an active role in the co-curricular offer at LAE Tottenham, including parts which require evening or weekend commitments

For further details on the position, please see the sections below for a detailed person specification, general responsibilities of LAE Tottenham staff members and general terms of the role.

Part 1 - Person specification

Essential professional criteria	How these will be confirmed
<p><u>Qualifications</u></p> <p>A good honours degree or equivalent in the subject(s) to be taught</p> <p>Excellent grades at A-Level or equivalent</p>	<p>Sight of original exam certificates / academic qualifications will be requested</p>
<p><u>Knowledge/Experience</u></p> <p>Accurate and up to date knowledge of the relevant 'A' Level specifications and related pedagogy</p> <p>A strong knowledge of the skills needed by students to succeed in the given subject areas</p> <p>A good understanding of how to accurately assess student progress and vary teaching to ensure that all students achieve</p> <p>Experience of positive and impactful work with young people</p> <p>Evidence of continued subject and/or professional development</p>	<p>Confirmation of former relevant employment will be requested</p> <p>To be tested and discussed at the interview stage</p>
<p><u>Skills and qualities</u></p> <p>An unwavering belief in the primary importance of safeguarding young people</p> <p>A passion for helping young people to achieve their potential</p>	<p>There will be opportunities at interview to discuss experiences and examples that demonstrate these</p> <p>Referees will also be asked about these skills and qualities</p>

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<p>An excellent team member</p> <p>Adaptability and flexibility</p> <p>A sense of humour and positive outlook. Strong communication skills</p> <p>An efficient and effective administrator, able to effectively meet deadlines</p> <p>A passion for extra-curricular experiences</p> <p>A leader who is able to inspire team members to achieve their best</p>	
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Part 2 - Further information

General responsibilities as a member of LAE Tottenham staff

- To promote a culture of aspiration for all of our students
- To be supportive and understanding of the differing needs of young people
- To play a full part in the CPD programme, including prior to the start of the academic year
- To take part in evening and weekend events as appropriate
- To model intellectual rigour and a can-do attitude
- To support an atmosphere of openness and honesty
- To care for all other members of the school community
- To show a genuine passion for social mobility

Other Information

- This Job Description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete particular duties.
- The Job Description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the holder of the post.
- This Job Description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
- This Job Description may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher.
- The post holder may deal with sensitive material and should maintain confidentiality in all school related matters.
- This role will involve flexibility in terms of working hours and days to be discussed at interview.



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Part 3 - Recruitment and selection policy statement

We are committed to diversity and inclusion and proactively seek to recruit a diverse staff body.

The London Academy of Excellence Tottenham is committed to the safeguarding and welfare of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers and the Disclosure and Barring Service.

Please note that this role 'exempt' from the Rehabilitation of Offenders Act 1974 and therefore, you are required to declare any convictions, cautions, reprimands and final warnings that are not 'protected' (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). Further information is available on the [school's website](#).

January 2025