



Job Description Subject Leader MFL

Salary: TLR 2b

Responsible to: Assistant Principal

Main purposes of the role:

1. Lead and manage a subject area with overall responsibility for the development of the curriculum and its implementation..
2. To be responsible for the management of Modern Foreign Languages including the quality of education for all students studying this subject.

Leading and managing the faculty:

1. To deploy staff effectively within the subjects, including being responsible for their appraisal, contributing to their drop-ins, work reviews and monitoring / reviewing all other elements.
2. To be responsible for leading the development of the subjects through a clear strategic direction, outlined in the subject development plan, and set in the context of the overall academy development plan.
3. To manage all aspects of the subject area including the management of rooms and resources to create a safe and visually appealing learning environment, including regularly refreshed displays and showcases of students' work.
4. To be responsible for the subject budget.
5. To ensure curriculum meetings take place with clear agendas and minutes to demonstrate impact.

Leading others in making an impact of students' achievement:

1. To ensure the curriculum intent, including schemes of learning and associated assessments are produced, monitored and reviewed, sharing them with all stakeholders.
2. To monitor progress for all students across the subject area, regularly communicating with students and parents and leading curriculum raising attainment meetings.
3. To ensure appropriate attainment targets exist for all students, establishing appropriately high levels of expectation by setting out clear guidelines for establishing good standards of student achievement in both classwork and homework.
4. To oversee the development of cross-curricular activities within the curriculum and with other faculties to ensure curriculum continuity and progression.
5. To ensure the curriculum area contributes fully to the academic enrichment programme and offers a range of extra-curricular learning opportunities each year.
6. To monitor and intervene where appropriate to guide students with learning or behaviour difficulties in the subject, in liaison with pastoral and additional learning teams.

Learning, developing and enhancing the teaching practice of others:

1. To keep up to date with curriculum developments nationally and locally across all subject areas and to ensure team members are kept informed.
2. To monitor the quality of teaching and learning, undertaking regular subject area review and self-evaluation.
3. To identify key professional development needs and to ensure that these are addressed through high quality coaching and mentoring.
4. To be responsible for the induction of new and trainee staff.

Making a contribution to whole academy planning and development:

1. To contribute to leaders' and whole staff meetings as appropriate, including INSET sessions.
2. To contribute to the academy self-review, leading to the production and monitoring of the development plan.
3. To lead the curriculum area's primary transition provision, ensuring all subjects offer at least one activity per year.

As this is a significant leadership position, the curriculum leader will also be expected to take a lead role in the support of behaviour for learning across the academy. This will include working with the pastoral leaders to manage an effective duty rota, during lesson times and across unstructured times too.