

Subject Leader Modern Foreign Languages

Pay Range	MPR/UPR TLR 2B
Responsible to	SLT Line Manager
Business Area	Maltby Learning Trust Sir Thomas Wharton Academy Modern Foreign Languages

Objectives

- To promote the Academy's positive identity and "Can Do" ethos, commitment to developing employability skills and lifelong learning
- To raise standards of student achievement, monitor and support student progress across the key stages.
- To develop and enhance the quality of learning and teaching across the curriculum.
- To deliver robust and impactful quality assurance through the Academy's School Improvement Live agenda and keep abreast of the changing assessment and curriculum framework.
- To secure and sustain the high profile of Modern Foreign Languages within the core curriculum in the Academy and take it to the next level of successful performance.
- Engage and inspire young people and professionals to develop a love of learning through strong subject specialist knowledge and broader experiences
- Equip all our young people to acknowledge and celebrate their skills, qualities and achievements, securing positive progression routes in a global market.

Strategic Developments

- To establish a "business-like" culture that celebrates and promotes academic and wider achievement.
- To lead the development of appropriate resources, schemes of work, marking policies, assessment and teaching and learning strategies and secure coverage of the relevant, cost effective curriculum.
- To work with colleagues to formulate aims, objectives and strategic plans which have coherence and relevance to the needs of students and to the aims and strategic plans of the Academy and Trust
- To establish and maintain clear improvement plans, milestones and performance targets
- To evaluate provision, celebrate success and challenge underperformance where necessary to ensure short and long term gains in outcomes.

Operational/Day to Day

- To actively monitor students' progress, intervene accordingly and secure high performance and outcomes.
- To implement and evaluate Academy wide systems and procedures.
- To link with other colleagues to ensure that the work within the Modern Foreign Languages Department fully reflects the Academy's distinctive ethos and mission.
- To embed effective systems and processes of school improvement through robust Quality Assurance and Self-Evaluation
- To ensure that relevant policies and practices, including Risk Assessments both in the Academy and at the off site location are in-line with national requirements and are updated where necessary.

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- To be responsible for promoting and safeguarding the welfare of students within the Academy and implementing all associated policies. (eg Child Protection).
- To be a form tutor and carry out duties in line with Academy expectations.

Learning and Teaching

- To create and maintain a safe environment and code of behaviour which promotes and secures outstanding teaching, effective learning and high standards of achievement and behaviour.
- To be accountable for the development and delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme, building in effective assessments and extended learning opportunities.
- To keep up to date with national developments and changes to the specifications for the subject area.
- To implement modification and improvement where required.
- To work with the Senior Leaders and relevant staff to set up extracurricular opportunities including visits and cultural experiences.
- To develop inspiring displays of student work, demonstrate excellence through showcases of talent of self and others

Leading and Managing Staff

- To ensure that staff development needs are identified in order to improve the quality of education provided and appropriate programmes are identified to meet such needs.
- To promote teamwork and to motivate staff to ensure effective working relationships.
- To participate in and evaluate the impact of the Academy's NQT induction, ITT and PPLD programmes and ensure every colleague is engaged in targeted, relevant and impactful professional development.
- To inspire colleagues by acting as a role model of good classroom practice to others including coaching, modelling and mentoring.
- To challenge underperformance and put in place strategies for improvement.

Standards and Expectations

- To ensure students make outstanding progress and achieve challenging targets.
- To ensure the maintenance of accurate and up to date information concerning the key stages.
- To take appropriate action on issues arising from data, systems, reports and examination performance; setting deadlines, reviewing progress on the action taken, including vulnerable groups and take responsibility for exam entries.
- To actively monitor and respond to curriculum development and initiatives at national, regional and local levels.
- To liaise with the Examinations Office and the Modern Foreign Languages networks to maintain accreditation with the relevant examination and validating bodies.
- To establish common standards of practice within the curriculum area with regard to assessment of and for learning, differentiation etc and to develop outstanding teaching and learning within the area.

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Pastoral System

- To monitor student attendance, progress and performance in relation to targets set for each individual and ensure that follow up procedures are adhered to and implemented as necessary
- To act as a Form Tutor and carry out duties associated with that role
- To contribute to PSHCE, SMSC development and model British Values according to Academy policy
- To ensure the Behaviour Management system is implemented in the subject area so that effective learning can take place

The aim of the Role Description is to indicate the general purpose and level of responsibility of the post. Duties may vary from time to time without changing the character of the post or general level of responsibility. This is an outline Role Description only and the post holder will be expected to undertake duties commensurate within the range and grade of the post or any lesser duties as directed by the Principal.

Maltby Learning Trust is committed to safeguarding the welfare of children and expect all staff to share this commitment. An Enhanced DBS Disclosure is required for all staff.