

The Bishops' Blue Coat CE High School

**Post of: Subject Leader of
Modern Foreign Languages**



Application Pack
Full-time, Permanent
TLR 2b
Required for September 2024



Closing Date:

**Monday 29th April 2024 at
9am**

www.bishopschester.co.uk/careers-vacancies

The Bishops' Blue Coat CE High School



Join Our Team and Make a Difference in the Quality of Education at Bishops'

Thank you for downloading our recruitment pack, I appreciate your interest in this position and hope that the information provided will inspire you to join our mission and vision. Our goal is to cultivate a thriving educational community where every student is valued, so they can flourish and become their best selves. We empower our students to be confident, lifelong learners, responsible citizens, and compassionate individuals both personally and spiritually by knowing, nurturing, and inspiring them.

As a forward-thinking school, Bishops' has an excellent reputation and is dedicated to achieving outstanding performance in all aspects. Our team is committed to fostering positive relationships with staff and students, and we believe in the professional development of all members. If you share our vision and are interested in the position, please download our application form from the website and submit a letter of support that addresses how you meet the Person Specification. I look forward to hearing from you.

If you share the School's vision, we would be delighted to hear from you. To apply, please complete our application form, available to download from our website, and submit a letter of support which addresses how you meet the Person Specification. Applications should be submitted to vacancies@bishopschester.co.uk by the closing date.



Helen Cairns
Headteacher



The Bishops' Blue Coat CE High School



VACANCY

SUBJECT LEADER OF MODERN FOREIGN LANGUAGES

Full Time, Permanent

TLR2b

Required for September 2024

We have the pleasure of advertising the post of Subject Leader of Modern Foreign Languages. We are seeking to appoint a leader who is passionate about their subject, keen to drive their department forward and provide our young people with the best possible education irrespective of background or ability. This is a fantastic opportunity for the right person, someone who wants to put students first.

The successful candidate will be a creative, innovative and enthusiastic practitioner who is keen to motivate and challenge our students. This would suit an MFL teacher with either French or Spanish as their main language.

We are looking for a leader who will shape and implement a curriculum which inspires our students to develop a love for language, further increasing student participation at both GCSE and A-level.

The Bishops' Blue Coat CE High School is a high achieving and forward thinking school, which is oversubscribed and enjoys an excellent reputation. We are committed to ensuring excellent learning and teaching in a caring environment.

If you are interested in this post then please complete a Teaching Staff Application form, available from our website and submit along with a letter of application by **Monday 29th April at 9am**. Interview date to be confirmed.

Should you have any queries regarding the role please contact vacancies@bishopschester.co.uk

We reserve the right to close this vacancy early should we receive a significant number of applications from suitably qualified candidates, therefore we advise that you submit your application as soon as possible.

The Bishops' Blue Coat CE High School is committed to all aspects of safeguarding, any offer of employment is subject to satisfactory pre-employment checks.

THE DEPARTMENT

SUBJECT LEADER OF MODERN FOREIGN LANGUAGES

The Team

The department currently consists of four committed and experienced language specialists.

Facilities

The department is housed in a dedicated MFL block at the center of the school which comprises four teaching rooms and a staff workroom. The department is well equipped with whiteboards in all rooms and a full range of up-to-date digital teaching and learning resources to enhance students learning. We have links with the University of Chester MFL ITT team and we have organised visits abroad to le Touquet, France and Granada, Spain to broaden pupils' horizons and to bring language learning to life.

The Curriculum

Students in Year 7 learn either French or Spanish and continue with this one language throughout KS3. Concentrating on one foreign language provides students with a much stronger foundation and allows for greater progress throughout KS3 and beyond. Currently we are still running GCSE and A level German, but over the course of the next three years, Spanish will eventually replace German.

Languages are popular options at GCSE with excellent outcomes and in the next couple of years, Spanish will be offered at A level. Several of our recent students have gone on to pursue their language studies at university.

Examination Results 2023

GCSE

Qualification Name	9 – 5 %	9 – 4 %
German	87%	96%
French	100%	100%

ALEVEL

Qualification Name	A* - B %	A* - C %	A* - E %
French	33%	66%	100%

JOB DESCRIPTION

SUBJECT LEADER OF MODERN FOREIGN LANGUAGES

Post Title:	Timetable implementation; pathways, modelling and assignment
Purpose:	<ul style="list-style-type: none"> To fulfil the requirements of the Teachers Standards Direct and oversee a coherent and progressive MFL education programme for all pupils from Year 7 to 6th Form To ensuring the highest standards of teaching and learning are achieved Communicate a passion for learning, with a flexible and imaginative approach to teaching and the management of people and processes
Reporting to:	Line Manager
Responsible for:	The leadership of MFL
Liaising with:	Subject/Pastoral Leaders and department colleagues
Working Time:	195 days per year. Full time
Salary/Grade:	MPS + TLR 2b
Operational/ Strategic lead	<ul style="list-style-type: none"> Plan, resource and deliver high quality lessons to pupils from Year 7 to 6th Form To assess, record and report on the development and attainment of pupils To devise strategies to enhance assessment of, and for learning To manage the departmental budget To communicate with parents on all issues related to MFL education To implement School Policies and Procedures, such as, Equal Opportunities, Health + Safety, DDP, Appraisal (staff handbook).
Teaching and Learning	<ul style="list-style-type: none"> To plan the curriculum and interpret data to drive lesson planning and pupil attainment To think strategically about classroom practice and tailoring lessons to students' needs To maintain effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards To reflect on lessons and continually improve their own practice
Development:	<ul style="list-style-type: none"> To liaise with the Line Manager to exhibit the communication, planning and organisational skills required to realise the Dept Development Plan. To demonstrates resilience, motivation and commitment to driving up standards of achievement
Recruitment/ Deployment of Staff	<ul style="list-style-type: none"> To make appropriate arrangements for regular and on-going professional development and training to establish outstanding classroom practice To act as a role model to staff and students
Quality Assurance:	<ul style="list-style-type: none"> To ensure the effective operation of teaching and learning within the department. To set targets in line with whole school systems To contribute to the school procedures for learning walks and observation To implement School quality procedures
Management Information:	<ul style="list-style-type: none"> To ensure the maintenance of accurate and up-to-date information on the management information systems. To produce appropriate schemes of work and policies to develop a range of appropriate and varied teaching styles. In conjunction with the relevant member of SLT and Pastoral colleagues, to produce reports and examination analyses

JOB DESCRIPTION

SUBJECT LEADER OF MODERN FOREIGN LANGUAGES

Communications:	<ul style="list-style-type: none"> To liaise with Subject Leaders, Examination Boards, Awarding Bodies and other relevant external bodies. To represent the agreed curriculum and the Curriculum Policy in communications with stakeholders.
Marketing and Liaison:	<ul style="list-style-type: none"> To contribute to the School liaison and marketing activities, e.g. the collection of material for press releases and social media. To lead the development of effective subject and community links, attendance where necessary at liaison events and the effective promotion of subjects at Open Days/Evenings. To actively promote the development of Languages.
Management of Resources:	<ul style="list-style-type: none"> To manage the available resources of space, staff, money and equipment efficiently within the guidelines and procedures laid down.
Pastoral System:	<ul style="list-style-type: none"> To liaise with colleagues and support the overall progress and development of students within the Curriculum. To act as a Form Tutor and to carry out the duties associated with that role as outlined in the generic job description. To contribute to PSHCE, according to School policy. To ensure Safeguarding training is up to date and that safe practices are followed within the department.
Teaching:	<ul style="list-style-type: none"> To undertake a programme of teaching in accordance with the duties of a standard scale teacher as laid out in the Teachers Standards. The allocation of teaching and specific responsibilities will be reviewed as part of the annual appraisal cycle.
Additional Duties:	<ul style="list-style-type: none"> To play a full part in the life of the school community, to support its distinctive mission and ethos, ensuring individual consistency with the culture, ethos and policies of the Trust.

CLOSING DATE

9am on
Monday 29th April 2024

PERSON SPECIFICATION

SUBJECT LEADER OF MODERN FOREIGN LANGUAGES

CRITERIA	ESSENTIAL REQUIREMENTS
QUALIFICATIONS	<ul style="list-style-type: none"> • Qualified Teacher • A good Honors degree in Modern Foreign Languages • Ability to teach French/Spanish to all key stages
EXPERIENCE AND KNOWLEDGE	<ul style="list-style-type: none"> • Recent experience of teaching in a range of ability and mixed ability groups. • Experience of teaching all key stages • Experience of leading change and new initiatives • Be knowledgeable in relation to current developments and issues in MFL teaching. • Be knowledgeable in relation to current thinking in terms of learning and teaching.
ABILITIES AND SKILLS	<ul style="list-style-type: none"> • Be an excellent teacher, capable of getting the most out of students of all abilities and interests. • Be able to secure high achievement • Be able to think strategically • Be able to use data for monitoring, tracking and evaluation. • Be a good 'people' person, and able to get the best out of staff and lead and manage a team. • Be able to lead change effectively. • Possess good ICT skills
PERSONAL QUALITIES	<ul style="list-style-type: none"> • Be passionate about languages and different cultures. • Believe in the importance of students' enjoyment of language learning. • Support the school's Church ethos • Have commitment to achieving the highest standards possible for students • Have a good record of attendance and punctuality • Be able to work under pressure • Have the ability to work well in a team • Be willing to take on additional responsibilities as delegated • Have excellent interpersonal skills • Have ambition and desire to achieve excellence • Have high expectations • Believe in continual improvement • Be hardworking, able to work under pressure and be able to get things done. • Work well in a team • Have ambition
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • Enhanced DBS Disclosure

PERSON SPECIFICATION

SUBJECT LEADER OF MODERN FOREIGN LANGUAGES

CRITERIA	DESIRABLE REQUIREMENTS
QUALIFICATIONS	<ul style="list-style-type: none">• Good record of continuing professional development• Be able to teach another language to GCSE
ABILITIES AND SKILLS	<ul style="list-style-type: none">• Have experience of leading a team
EXPERIENCE AND KNOWLEDGE	<ul style="list-style-type: none">• Have experience of leading educational visits.• Leadership and management experience such as being a Deputy Head of MFL

All staff have a responsibility and duty of care to safeguard and promote the welfare of students. Staff must be aware of the systems within the School which support safeguarding and must act in accordance with the School's Safeguarding & Child Protection Policy and Code of Conduct. Staff will receive appropriate child protection training which is regularly updated. The schools Safeguarding Policy can be found here: [Safeguarding Policy](#)

APPLICATIONS

SUBJECT LEADER OF MODERN FOREIGN LANGUAGES

When the closing date arrives, the Appointing Officer and shortlisting panel will consider applications and the candidates who are selected for interview will be notified as soon as possible and provided with detailed information regarding the interview process.

The Interview

On acceptance to interview, references will be sought, providing permission has been granted from the candidate on the application form. Any discrepancies or anomalies in the information provided or issues arising from references will be taken up at interview.

How to apply

Please download a Teaching Staff Application form via our website www.bishopschester.co.uk/careers-vacancies . Please note only application forms fully completed will be accepted, we do not accept CVs.

Please submit your completed application form, along with a supporting letter, outlining your suitability to the role, either via our website, or email to vacancies@bishopschester.co.uk .

Our preferred method of receipt is via email or website submission, however if you need to send via post, please address it to the following:

Miss E Doak

The Bishops' Blue Coat CE High School
Vaughans Lane
Chester
CH3 5XF
01244 313806

CLOSING DATE

9am on
Monday 29th April 2024

MORE INFORMATION

SUBJECT LEADER OF MODERN FOREIGN LANGUAGES

References

On acceptance to interview, references will be sought, provided permission has been granted from the candidate on the application form. Applicants are required to provide details of two referees on the Application form, one of whom must be your current or previous employer.

Online Search

An Online Search of all shortlisted candidates will be carried out, please note that this will be completed once attendance to interview has been confirmed.

Eligibility to work in the UK

In accordance with requirements of the Immigration Act 2016, if you are invited to interview you will be required to produce evidence of your eligibility to work in the UK and you must bring the original documents with you to interview.

Qualifications

You will be required to provide evidence of any educational or professional qualifications essential or relevant to the post you have applied for.

Enhanced DBS Check

The successful candidate will be required to undergo an Enhanced DBS Check. People who have convictions will be treated fairly and given every opportunity to establish their suitability for the job, all applicants will be considered on merit and ability.

Safer Recruitment

The Bishops' Blue Coat CE High School is committed to all aspects of safeguarding, any offer of employment is subject to satisfactory pre-employment checks.

APPLICATION DEADLINE
9AM on 29TH APRIL 2024

Jesus said "I came so that they may have life in all its fullness" John 10:10

Dignity & Respect

Wisdom, Knowledge & Skills

Hope & Aspiration



Known, Nurtured, and Inspired

