

**THE ST LEONARDS ACADEMY  
TEACHER OF MFL**

**JOB DESCRIPTION**

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| <b>JOB TITLE</b>               | Teacher of MFL  |
| <b>EMPLOYER</b>                | University of Brighton Academies Trust  |
| <b>LOCATION (Academy)</b>      | The St Leonards Academy   |
| <b>RESPONSIBLE TO</b>          | Head of Faculty   |
| <b>MAIN PURPOSE OF THE JOB</b> | To Deliver High Quality, Engaging And Effective Learning Through Comprehensive Curriculum Knowledge And Excellent Professional Skills.  |
| <b>CORE REQUIREMENTS</b>       |   |
| •                              | Inspire trust and confidence in students and colleagues.  |
| •                              | Build team commitment with colleagues and in the classroom, engage and motivate students.   |
| •                              | Demonstrate analytical thinking, improve the quality of students' learning, contribute to the Academy improvement/development planning and promote the learning priorities of the Academy Development Plan.   |
| •                              | Contribute to the development and/or implementation of Academy policies.  |
| •                              | Use the performance management process to advance student learning and enhance professional practice in line with the Academy's aspirations and priorities.   |
| •                              | Have lead responsibility for a subject or aspect of the Academy's work and develop plans which identify clear targets and success criteria for its development and/or maintenance.  |
| •                              | Promote the wider aspirations and values of the Academy.  |
| •                              | <p><b>Planning, Teaching and Class Management</b></p> <p>Teach allocated students by planning their teaching to achieve progression of learning through:</p> <ul style="list-style-type: none"> <li>• understanding and applying effective classroom management,</li> <li>• understanding and applying a range of teaching strategies,</li> </ul> |

- positively targeting and supporting individual learning needs,
- maintaining high levels of behaviour and discipline,
- effectively using homework and other extra-curricular learning opportunities,
- demonstrating appropriate consistent progress:
  - for the majority of students
  - across all teaching areas
  - across all spectrums of background, ability and behaviour that compares favourably with students in similar settings,
- effectively managing other adults in the classroom.

### **Monitoring, Assessment, Recording, Reporting**

- Use performance data to evaluate students' progress and set appropriate targets for improvement.
- Use assessment to inform planning and teaching.
- Report on progress to all stakeholders.

### **Pastoral Duties**

- Be a tutor to an assigned group of students.
- Promote the general progress and well-being of individual students in your mentor group as a whole.
- Liaise with the Assistant Head of Faculty to ensure the implementation of the Academy's pastoral system.
- Register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of Academy life.
- Contribute to the preparation of Action Plans and progress files and other reports.
- Alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved.
- Communicate, as appropriate, with parents of students and persons or bodies outside the Academy concerned with the welfare of individual students, after consultation with appropriate staff.
- Contribute to PSHE and citizenship and enterprise according to Academy policy.

### **Other Professional Requirements**

- Have a working knowledge of teachers' professional duties and legal liabilities.
- Operate at all times within the stated policies and practices of the Academy.
- Maintain an up to date knowledge of good practice in teaching techniques.
- Know subject(s) or specialism(s) to enable effective teaching.
- Take account of wider curriculum developments.
- Incorporate national strategies in all teaching.

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|  | <ul style="list-style-type: none"> <li>• Communicate learning objectives.</li> <li>• Contribute positively and effectively to the 'Every Child Known' agenda.</li> <li>• Undertake professional development to enhance teaching and students' learning, apply outcomes and identify impact and share outcomes with colleagues.</li> <li>• Take responsibility for professional learning.</li> </ul> <p>Applications from NQT's welcomed.</p> |
| •  | To carry out all activities in such a manner that data protection requirements are met and are in line with the Academy's policies for Health and Safety, and Equal Opportunities  |
| •  | To participate in professional development activities and performance management activities as required  |
| •  | To undertake other reasonable duties as directed by your line manager  |
| <p>This Job Description is correct at the time of print and gives the main responsibilities and tasks of the role. These may however be changed or added to as appropriate.</p> <p>There may also be the need for staff to undertake additional duties from time to time, appropriate to the level of the post. Should these additional tasks become a frequent part of the role, the job description will be revised through consultation with the post holder.</p> |  |
| <b>Date: September 2020</b>  |  |
| <b>Additional Information</b>  |  |
| <ul style="list-style-type: none"> <li>• This post is subject to an Enhanced Disclosure and Barring Check (DBS)</li> <li>• This post is exempt from the Rehabilitation of Offenders Act (1974) – applicants must be prepared to disclose all criminal convictions and cautions including those that would otherwise be spent under the Act.</li> </ul>   |  |
| <p><b>University of Brighton Academies Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.</b></p>   |  |

## PERSON SPECIFICATION

### ESSENTIAL CRITERIA

#### Qualification criteria

- Degree / Qualified Teacher Status
- Permitted to work in the UK
- Evidence of relevant and substantial CPD

#### Ethos, Skills and Knowledge

- Commitment to fully inclusive education
- Commitment to the pursuit of high standards – academic and behavioural
- Commitment to staff participation in decision making
- Commitment to quality provision for SEN students
- Commitment to equal opportunities
- The ability to work in a fast moving and constantly changing environment
- Effective teaching, student management and communication skills

#### Personal Qualities

- Vision, warmth, energy, resilience, enthusiasm and caring