Teacher Job Outline and Person Specification

Position Title	**Teacher of MFL - Spanish and French**
Location	Tavistock College
Reporting to	Academy Principal
Job Term	Permanent
Hours	Full Time
Salary	TPS
Organisation	The Dartmoor Multi Academy Trust
Effective date of JD	May 2022

There are 17 schools within The Dartmoor Multi Academy Trust, 3 secondary and 14 primary schools.

Tavistock College is delighted to be part of The Dartmoor Multi Academy Trust. As an academy we actively promote the values and principles of the International Co-operative Alliance.

Your main place of work will be Tavistock College but you may be required to work across all the schools within The Dartmoor Multi-Academy Trust at any time as directed by the Executive Team.

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below. The conditions of employment of teachers in the School Teachers' Pay and Conditions of Service Document apply to this post, whose holder is expected to carry out the professional duties of a teacher as circumstances may require, under the reasonable direction of the Principal.

1 Set high expectations which inspire, motivate and challenge students

- Establish a safe and stimulating environment for students rooted in mutual respect.
- Set goals that stretch and challenge students of all backgrounds, abilities and dispositions.
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of students.

2 Promote good progress and outcomes by students

- Be accountable for students' attainment, progress and outcomes.
- Be aware of students' capabilities and their prior knowledge, and plan teaching to build on these.
- Guide students to reflect on the progress they have made and their emerging needs.
- Demonstrate knowledge and understanding of how students learn and how this impacts on teaching.
- Encourage students to take a responsible and conscientious attitude to their own work and study.

3 Demonstrate good subject and curriculum knowledge

- Have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain students' interest in the subject, and address misunderstandings.
- Demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship.
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject.
- If teaching early reading, demonstrate a clear understanding of systematic synthetic phonics.
- If teaching early mathematics, demonstrate a clear understanding of appropriate teaching strategies.

4 Plan and teach well-structured lessons

- Impart knowledge and develop understanding through effective use of lesson time.
- Promote a love of learning and children's intellectual curiosity.
- Set homework and plan other out of class activities to consolidate and extend the knowledge and understanding students have acquired.
- Reflect systematically on the effectiveness of lessons and approaches to teaching.
- Contribute to the design and provision of an engaging curriculum within the relevant subject area(s).

5 Adapt teaching to respond to the strengths and needs of all students

- Know when and how to differentiate appropriately, using approaches which enable students to be taught effectively.
- Have a secure understanding of how a range of factors can inhibit student's ability to learn, and how best to overcome these.
- Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support students' education at different stages of development.
- Have a clear understanding of the needs of all students, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.

6 Make accurate and productive use of assessment

- Know and understand how to access the relevant subject and curriculum areas, including statutory assessment requirements.
- Make use of formative and summative assessment to secure students' progress.
- Use relevant data to monitor progress, set targets, and plan subsequent lessons.
- Give students regular feedback, both orally and through accurate marking, and encourage students to respond to the feedback.

7 Manage behaviour effectively to ensure a good and safe learning environment

- Have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy.
- Have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.
- Manage classes effectively, using approaches which are appropriate to students' need in order to involve and motivate them.
- Maintain good relationships with students, exercise appropriate authority, and act decisively when necessary.

8 Fulfil wider professional responsibilities

- Make a positive contribution to the wider life and ethos of the school.
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
- Deploy support staff effectively.
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
- Communicate effectively with parents with regard to students' achievements and wellbeing.

Data Protection / General Data Protection Regulations Compliance

The Privacy Notice sets our general principles in relation to Data Protection and the General Data Protection Regulations. You should also abide all Trust policies relating to the use of data including but not limited to:

- Acceptable Use Policy
- Records Retention Policy
- Personal Data Breach Procedure
- Employee Code of Conduct
- E-safety Policy
- Social Media Policy
- Use of Personal Devices Policy

Our Privacy Notice for Employees explains how we use your personal data.

Teachers must abide by the Teachers' Standards throughout their career. Teachers (and staff appointed under Teaching Staff Terms and Conditions) must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.

You should note that a duty of confidentiality applies to all personal data seen prior to the first day of employment (for example, pupil lists for the purposes of lesson planning or other activities to support teaching and learning). This reflects the custom and practice of those contracts of employment starting on the first day of term while recognising the need to be aware of and plan to support pupil needs.

Person specification:

Attribute	Essential	Desirable
Qualification	• Good degree or relevant vocational qualification pertaining to the subject to be taught. • Qualified Teacher Status (QTS.)	• Further professional level qualifications (e.g. Masters qualifications).
Experience and job knowledge and training undertaken	• Demonstrable, successful experience of teaching (employment or ITT). • Evidence of continued professional development / research.	• Awareness of national strategies and recent curriculum. developments. • Understanding of IAG (Information, Advice and Guidance) pertaining to the key stages taught.
Job related abilities	• Good organisational skills. • Ability to work co-operatively within a team and on own initiative. • Ability to work within academy policies and procedures with an awareness of equal opportunities. • Good communication skills. • Good understanding of literacy and numeracy. • Good administration and ICT skills. • Ability to teach creatively, adapting to the needs of a variety of students. • An understanding of student-centred learning and ability to develop .effective relationships with students and staff. • Willingness to undertake further professional development in order to enhance skills.	• A wide range of personal interests. • Willingness to be involved in extra-curricular activities. • Experience of coaching and mentoring. • To be able to present well to parents/carers, students and staff.

Personal qualities	● Commitment to the values of the International Co-operative Alliance. ● Able to demonstrate clarity of purpose. ● Open, responsive & reflective. ● Ability to work on own initiative and also as part of a team. ● "Can do", self-motivated attitude and resilience. ● Ability to formulate appropriate questions. ● Able to make considered decisions and where necessary, take assessed.	● An understanding of and commitment to the values and principles of the International Co-operative Alliance.
Equal Opportunities	● The Dartmoor Multi Academy Trust is an equal opportunities employer.	

All schools in The Dartmoor Multi Academy Trust are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment.

The successful candidate will be required to undertake an Enhanced Disclosure via the Disclosure Barring Service (DBS)