

The Joseph Whitaker School

An Academy specialising in Sport and Performing Arts

Proud to be Me. Proud to be Us.

Be Ready

Be Kind

Be Safe



Job Description and Person Specification

Post: Modern Foreign Languages Teacher

Grade: MPS/UPS

Date: September 2024

Line Manager: Head of Faculty

Common Responsibilities

The postholder will:

- Promote the school in accordance with the School Improvement Plan up to a level that is reasonable in relation to the grading of the post;
- Carry out school and Trust policy as documented and/or as directed by the Headteacher;
- Respect the confidential nature of all information acquired in the performance of the job either verbally or in writing.
- Work in a responsible and safe manner, paying attention to all Health and Safety and Safeguarding procedures operating within the school and Trust.
- Work in a way that enhances the school in the eyes of the local community and beyond;
- Work flexibly within school according to the grade or level of work;
- Assist in the provision of a high-quality educational experience for all children;
- Engage in appraisal activities and reviews as required by the Trust policy and use the process to develop your personal and professional effectiveness

Specific Duties and Responsibilities

Curriculum

- To ensure the delivery of high-quality learning opportunities for the students of The Joseph Whitaker School
- To prepare and teach appropriate, engaging and challenging lessons
- With the Faculty, to review systematically, change and modify the curriculum as necessary
- With the Faculty, to establish and maintain schemes of work and programmes of study for Modern Foreign Languages
- To ensure that ICT is an integral and effective part of the curriculum
- To keep abreast of current developments in the educational field to enable effective curriculum planning
- To assess students' work and report on progress as required
- To work with other Faculties as appropriate

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gold partner





Faculty

- To work closely with all members of the Faculty to achieve Faculty and whole school aims and to assist with whole school projects
- To promote student progress and wellbeing with due regard for discipline, health and safety
- To support the Faculty to ensure that the environment of the Faculty and teaching areas are always of a high quality and contribute to the environment of the Academy
- To participate and contribute to appropriate meetings

General

- To take responsibility for the effective care and guidance of a tutor group
- To effectively monitor the academic performance of students within a designated tutor group
- To work with partner primary schools, Further Education and Higher Education establishments, to ensure successful transfer of students in conjunction with other staff
- To demonstrate a keen interest in the life of the school
- Work in accordance with, and in support of, the Academy's vision and values
- Contribute to the Academy's ethos by setting a good example to colleagues and young people
- To undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the proviso that any changes of a permanent nature shall be incorporated into the job description in specific terms, following consultation.
- to carry out a share of supervisory duties in accordance with published rotas
- to participate in appropriate meetings with colleagues and parents relative to the above duties

Special Factors

This post is subject to a check being carried out at an Enhanced level by the Disclosure and Barring Service regarding any previous criminal record.



PERSON SPECIFICATION

Teacher of Modern Foreign Languages

	Essential	Desirable
QUALIFICATIONS	<ul style="list-style-type: none"> • Well-qualified Graduate in at least French or Spanish • Awareness of current developments within education and the subject area 	
SAFEGUARDING	<ul style="list-style-type: none"> • Full understanding of the Safeguarding requirements and how teachers promote the welfare of children • Enhanced DBS and validated references • Eligibility to work in the UK 	<ul style="list-style-type: none"> • Child Protection Training
TEACHING EXPERIENCE	<ul style="list-style-type: none"> • Outstanding or good teaching ability • Experience of Modern Foreign Languages at KS3 and KS4 • IT literate, making highly effective use of ICT to enhance teaching • Strong use of data to inform teaching and improve learning • Experience of tutoring students in a pastoral capacity 	<ul style="list-style-type: none"> • Experience of Modern Foreign Languages at KS5 • Potential to contribute to extra-curricular activities in other areas
PERSONAL QUALITIES	<ul style="list-style-type: none"> • Good interpersonal skills • Commitment to raising achievement • An innovative and positive attitude • Excellent communicator, both orally and in writing • Ability to work as part of a team 	