

Job Description



Job Title:	Teacher of Modern Foreign Languages
Location:	Across the Trust (based at South Dartmoor Community College)
Grade:	Teacher Pay Scales (MPS/UPS)
Hours	FTE 0.3
Terms	Fixed Term (1 year)
Reports to:	Executive Head teacher/Line Manager
Key Relationships:	Teachers of MFL

JOB PURPOSE

The Teacher of MFL supports the effective operation of the Trust and works to uphold and promote its vision and values.

MAIN JOB PURPOSE

- To carry out the responsibilities of a subject teacher.
- To carry out the responsibilities of a tutor.
- To support the ethos and vision of South Dartmoor Community College.

SPECIFIC ROLE EXPECTATIONS:

- To deliver a high-quality curriculum, that is well planned and sequenced.
- To ensure the highest possible academic outcomes for all students taught.
- To deliver high quality teaching and learning every day in accordance with the Teachers' Standards.
- To support the personal development and academic progress of students.
- To support the maintenance of high standards across all aspects of school life.
- To support the schools' ethos by ensuring our values are at the heart of everything we do.
- To deliver the whole school reading programme.

KEY RESPONSIBILITIES:

- At all times demonstrate and uphold WeST's core values, ensuring that behaviour, actions and decisions align with the principles that guide our work.
- To ensure all students make excellent progress and to be accountable for their outcomes.
- To plan and prepare lessons that support effective curriculum delivery and high-quality teaching and learning.
- To have excellent subject knowledge and use this to inspire students, build their understanding and prepare them for progression to the next stage of education, training or employment.
- To contribute to the development of an enriching, relevant and innovative curriculum that meets the needs of each student by assisting with and contributing to the development of resources, schemes of learning, assessment processes, and teaching and learning strategies.
- To provide effective and regular informative and personalised feedback to all stakeholders.
- To provide accurate data when requested in a timely and accurate manner.
- To implement an effective and positive approach to behaviour for learning that supports high quality learning both in lesson time and during students' free time.
- To create an environment conducive to effective learning.
- To support the effective and efficient deployment of learning support within the classroom.
- To promote good relationships and communications between all members of the schools and wider community.
- To maintain the highest possible personal, presentational and professional standards as an example to colleagues and students.
- To assist in the setting of the schools' goals and targets through the implementation of the Schools' Development Plan, and supporting meeting these through, for example, mentoring and intervention as required.

- To attend Progress Evenings and other relevant school and community meetings, as well as meetings with colleagues in teams.
- To be committed to enrichment activities in support of effective learning.
- To engage fully in the Performance Management process and in Continued Professional Development opportunities.
- To implement and adhere to policies and procedures.
- To be a Tutor to a group of students and, as a Tutor, to be the first point of contact between the school and parents for these students and be responsible for fostering good home/school relations.
- To liaise with the Year Leader in order to best support the whole child with personal and academic growth.
- To deliver, support and contribute to 'Tutor' time and deliver aspects of care, guidance and support, PSHE and other activities as directed by the Year Leader.
- To plan, lead and implement enrichment activity including engagement with employers both within formal curriculum time and in the designated enrichment session.
- To support induction from previous phases of education and prepare and guide on transition to next phases and maintain relationships with graduates from the schools.
- To ensure that student attendance and behaviour is monitored, praised where it is merited and followed up where there are concerns.
- To carry out supervision at break time and other times published in advance, in accordance with directed time.
- To attend and participate in assemblies with their tutor group.
- To act in accordance with, and actively promote, all Trust policies, including Safeguarding, Health and Safety and Equality & Diversity.
- To participate in Continuing Professional Development (CPD relevant to the role and to engage in Performance Development Reviews (PDRs).
- Preparing and contributing to Trust wide development by sharing best practice and delivering/receiving professional feedback.
- To retain confidentiality and maintain data and/or files in accordance with Trust policies for data governance, as appropriate for the role.

SAFEGUARDING:

South Dartmoor Community College is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. This post is subject to satisfactory Disclosure and Barring Service (DBS) Enhanced Disclosure Certificate and satisfactory references before commencing the post.

This job description provides a general reflection of the main duties and responsibilities of the post at the date of production. You may be expected to take on other reasonable activities deemed to be within the character of the post to assist in efficient service delivery. The duties may change over time as requirements and circumstances evolve without changing the general character of the post or level of responsibility.

Westcountry Schools Trust

Person Specification – Teacher of Modern Foreign Languages

E = Essential, D = Desirable

Method of Assessment The table indicates the possible method/s by which the skills/knowledge/level of competence in each area will be assessed.	Essential or Desirable	Application Form	Interview (or other selection activity)
VALUES-BASED BEHAVIOURS – It is important to us that your values align with ours:			
Compassion:			
Recognising need in others and acting with positive intention to promote well-being and improve outcomes.	E		✓
Aspiration:			
Works to high expectations, modelling the delivery of high-quality outcomes.	E		✓
Showing passion, persistence and resilience in seeking creative solutions to strive for continuous improvement and excellence.	E		✓
Integrity:			
Acting always in the interests of children and young people.	E		✓
Acting with a consistent and uncompromising adherence to strong moral and ethical principles.	E		✓
Communicating with transparency and respect, creating a working environment based on trust and honesty	E		✓
Collaboration:			
Creating a shared vision and working effectively across boundaries in an equitable and inclusive way to skillfully influence and engage others.	E		✓
Qualifications:			
Hold a degree and Qualified Teacher Status.	E	✓	✓
Evidence of current professional development.	E	✓	✓
Experience:			
Familiarity with current educational initiatives & developments & their impact at local level.	E	✓	✓
Experience of pastoral care and tutoring.	E	✓	✓
Awareness of the importance of effective strategies to manage behaviour & support high levels of attainment throughout the schools.	E	✓	✓
Able to teach at Key Stages 3 and 4.	E	✓	✓
Knowledge, Skills and Abilities:			
Computer Literate	E	✓	
Knowledge of the SIMS database.	D	✓	
Able to contribute to school initiatives and be part of a well-motivated team.	E	✓	✓
Able to communicate fluently and effectively (oral & written). Able to motivate, inspire & support students.	E	✓	✓
Able to develop and maintain positive relationships with colleagues,	E	✓	✓

governors, parents, students, the LA & community.			
Able to plan innovative and inspiring lessons to engage students in their study, providing appropriate feedback in lessons and on written assessments.	E	✓	✓
Able to follow department and school objectives and contribute to subject, department and whole school development.	E	✓	✓
Able to work under pressure.	E	✓	✓
Able to prioritise work.	E	✓	✓
Able to handle difficult & sensitive issues.	E	✓	✓
Able to participate in relevant extra-curricular activities.	E	✓	✓
Further Requirements:			
Able to display an awareness, understanding and commitment to the protection and safeguarding of children and vulnerable adults.	E	✓	✓
Due to the nature of the role, the ability and willingness to work at and travel to different Trust sites from time to time is essential.	E	✓	✓

The College is committed to the safeguarding and wellbeing of students and expects all staff to share in this responsibility. You will be required to work under child protection screening, including enhanced DBS clearance and full reference checks with previous employers.

Person Specification April 2026