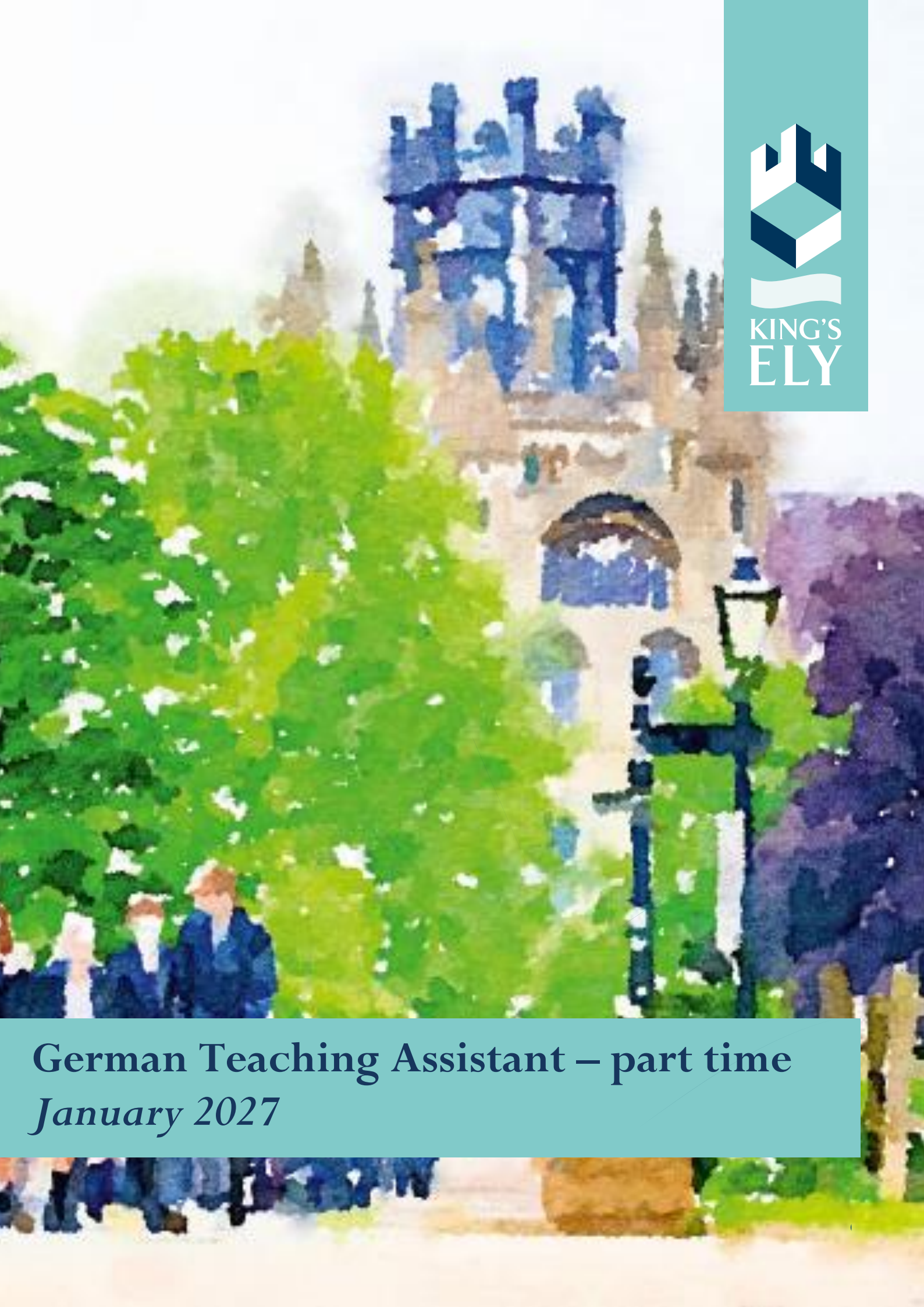


German Teaching Assistant – part time

January 2027

German Teaching Assistant – part time 3 days per week

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A message from the Principal of King's Ely

Welcome, and thank you for your interest in coming to work at King's. I hope that what you read here will excite you and chime well with your ambitions so that you will want to apply for this position.

King's Ely is an extraordinary place to work: a family of schools educating around 1350 boys and girls aged 2-18 in our Nursery and Pre-Preparatory, Prep and Senior Schools in Ely in Cambridgeshire, and up to age 11 at Fairstead House School in Newmarket. Most of our pupils come from Ely, Cambridge and surrounding areas, while about 200 pupils are boarders from all over the world. King's employs about 540 people in diverse roles from teaching and pastoral care to administration, finance, IT, site services and maintenance and catering.

We often talk about 4 'P's which make King's special: our fundamental **purpose**, unchanged in over 1000 years, in providing the best education and foundation for life we can for the children in our care; our **practice**, ensuring the very highest standards of professionalism and excellence in every area of school life and our commitment to everyone's wellbeing, development and training to achieve this; as an exceptional **place** to grow up and work in with our beautiful 75-acre campus adjacent to Ely Cathedral and the wonderful historical, environmental, spiritual and technological resources available to us; and most of all our **people**, the outstanding and diverse community of pupils, staff and supporters whose commitment, experience and skills are the root of our success.

We welcome all types to join this wonderful mix, and I thank you in advance for the time and thought which I know goes into preparing each application; we really appreciate it and give every application the careful consideration it deserves. I look forward to hearing from you and, I hope, meeting you in due course.

With best wishes,
John Attwater

About the School

Purpose, Ethos and Values

King's Ely exists to make the most and best of childhood, and in particular to give the very best education, opportunities and pastoral care to as diverse a community of children as we can. In doing so we aim to prepare each one to live positive, productive, successful and fulfilled lives, for the betterment of themselves and the world around them. We achieve this through the operation of a family of schools centred around a 2-19 co-educational day and boarding school in Ely, aiming to draw fully on our exceptional environment, history, physical, cultural, spiritual and human resources in doing so.

History

King's Ely can trace its origins from at least 970AD, making it one of the oldest schools in Europe. The School was first established to educate the choristers of the worshipping community of Ely and throughout our history we have maintained strong links with Ely Cathedral.

In 1541, King Henry VIII founded a College of Canons at Ely Cathedral to replace the monks whose monastery has been dissolved in 1539 and the School received its Royal Charter, later becoming known as "The King's School".

King's Ely Today

In recent years King's has expanded rapidly, becoming co-educational in 1970, and today educating around 1100 children aged 2-18 at Ely, including 185 boarders.

The school is divided into three sections: King's Ely Senior (age 13-18) and King's Ely Prep (age 7-13), which occupy adjacent campuses and benefit from shared facilities, and King's Ely Acremont and Nursery (ages 2-6) which have their own self-contained campus about 400m from the main site. Additionally, Fairstead House School in Newmarket (for pupils aged 1-11) joined the King's Ely family of schools in 2022.

The main campus extends to around 75 acres and contains buildings spanning the thirteenth to twenty-first centuries, including many of the historic monastic buildings adjacent to Ely Cathedral as well as more recent, purpose-built facilities and almost 40 acres of playing fields.

King's Ely plays a key role in the local community. We are one of Ely's largest employers and contribute greatly to the local economy, and we also continue to educate the choristers of Ely Cathedral. King's Ely also offers a number of bursaries to enable pupils from all walks of life to benefit from the education it offers.

In its recent ISI Inspection (March 2025), King's Ely was found to meet or to exceed all regulatory standards. In addition, the Inspectors judged the School to have a *significant strength* in the way in which its high quality pastoral care is interwoven with a dynamic enrichment programme. This enables "pupils of all ages to develop their independence, intellectual curiosity, creativity and socialization particularly well".

The School is rightfully proud of the Inspection. It is testament to the community spirit of King's Ely and the commitment and respect shown each day by pupils, staff and their families.

King's Ely is affiliated with the HMC, Society of Heads, IAPS, the Boarding Schools' Association and the Choir Schools' Association.



The MFL Department

The MFL department is made up of 12 full-time or part-time members of staff, 3 of whom teach German at the Prep and/or Senior school. Currently we have 1 native speaker within the German department.

German is offered from Year 7 alongside French and Spanish. Most students will carry on with a language at GCSE. German remains a popular language, and students do well in external examinations.

At GCSE and A Level students prepare for the AQA examinations.

The German Teaching assistant will be based predominantly at the Senior school.

The Sixth Form has students studying German, and every year some of them go on to study at university.

The German department is very well equipped. We use a mixture of digital tools and more traditional mediums to enhance pupils' learning and progress. Students have a weekly lesson in our state-of-the-art language laboratory. The successful candidate will be expected to help develop and update the German library which contains DVDs, literary texts and some board games.

Additionally, the German department offers a vibrant extra-curricular programme including regional German debating competitions from Year 10 upwards, an exchange with a school in Karlsruhe, Oxford German Olympiad to name a few. We are always open to new suggestions, and the language assistant will be expected to take a full part in this programme.

Our aims are:

- to achieve academic excellence through a broad, balanced and inclusive curriculum enriched by a strong Germanic dimension.
- to develop in students a respect for their own culture and the culture of others whilst gaining a better understanding of the German-speaking world.
- to provide students with the linguistic, creative and social skills to become independent learners and move confidently beyond the boundaries of their own communities.

About the role

Job Description

Main Duties and Responsibilities

The German Teaching Assistant will assist the German teachers by supporting individual AS and A Level students as well as GCSE classes and younger years. They will improve students' confidence in communicating in German and help them to prepare for the oral public examinations (AS, Advanced Level and GCSE). Therefore, in an interactive and fun manner, they will discuss contemporary aspects of youth culture, current affairs, education, sport, fashion, films, TV, and lifestyles in accordance with the AS and A Level syllabus.

Key Areas

- Support for language sessions in German through conversations and activities
- Embody with enthusiasm the target language as an enjoyable and inclusive activity
- Attend examination board meetings
- Attend Parents' Evenings as required
- Conduct the A-level speaking exam
- Mark work in preparation for oral examinations

The post holder's duties will involve, but will not necessarily be limited to:

- Liaise with class teachers on a regular basis regarding content and structure of tutorial sessions.
- Be in charge of the preparation of the oral examination for Sixth Form students with the help of the Head of German.
- Support the German teachers with preparation of authentic materials.
- Be prepared to use the target language at all times and to adapt it according to the level and ability of the students.
- To maintain vibrant German displays
- To run support sessions once a week or more as required up to a maximum of twice
- To run a German club at KEP once a week
- To help with the preparation of students for debating and drama competitions
- To help run departmental trips

We reserve the right to invite candidates for interview prior to the closing date and to close vacancies early if we have sufficient suitable applications. Therefore, we encourage interested applicants to submit an application as soon as possible.



Person Specification

Qualifications	
Degree or equivalent in a related subject.	*Essential*
Post Graduate Certificate in Education.	*Desirable*
Experience, Knowledge, and Skills	
A thorough understanding of Safeguarding and Child Protection Issues	*Essential*
A proven ability to empathise and relate positively to young people	*Essential*
German native speaker	*Essential*
A knowledge and understanding of the oral component for the AQA A-level and GCSE oral specifications	*Essential*
A strong understanding of Germanic culture and historical background	*Essential*
An interest in German cinema and literature	*Essential*
Personal and Professional Qualities	
A good team player	*Essential*
A passion for your subject and for teaching	*Essential*
A sense of fun and a willingness to share ideas and inspire young people	*Essential*
Ability to work in a fast-moving environment	*Essential*
Dynamic and creative approach to teaching	*Essential*
High expectation of self and others	*Essential*
A self-starter	*Essential*
Ability to cope under pressure	*Essential*
Commitment to driving up standards	*Essential*
Enthusiasm to develop self and your subject area	*Desirable*

Working at King's Ely

King's Ely is committed to rewarding our employees who share our passion, vision, and values, and to investing in their wellbeing and continuous professional development.

Salary: £13,910.40 (actual annual salary) - 3 days per week (21 hours), term time only.

In addition to the above, employees at Kings Ely benefit from:

- Generous fee-remission, subject to availability of places and successful admissions procedures. Staff currently enjoy a discretionary discount on fees for children in Reception year onwards, details of which will be provided upon request.

- Enrolment in the statutory auto-enrolment pension scheme. The contribution rates for the auto-enrolment pension scheme are Employee contribution of 5% and Employer contribution of 3%.

- The school offers a private healthcare insurance scheme, which staff may opt to join at their expense, shortly after the start of each academic year (the policy year starts on 1 November each year). The scheme can only be joined at the start of the policy year, not part-way through the year.

- Use of school gym facilities and use of the swimming pool at specific times (during summer school holidays – small fee applies).

- Access to Salary Sacrifice Schemes such as: Cycle2Work, Home and Tech Scheme, and Local Gym Membership

- Limited free on-site car parking

- School lunch provided when at work over lunch time and tea and coffee throughout the day.

- Access to an Employee Assistance Programme, available to the employee and their dependents.

- Discounts at local businesses including Poets House, A Little Something Ely, The Almonry Tearooms, Ely Grazing Company, Sushi and Salad, Griddle Bar and Meathouse, and The Pantry (Newmarket). Eyecare Vouchers.

Information for Candidates

Applications should be made via My New Term, you can do this by clicking the 'Apply Now' button at the top of the advert. The final closing date for applications will be **noon on 30th November 2026.**

Where Applicants have been successful in the shortlisting process they will be contacted for interview. Interviews will take place shortly afterwards.

We reserve the right to invite candidates for interview prior to the closing date. Therefore, we encourage interested applicants to submit an application as soon as possible.

If you are selected for interview, you will need to provide proof of identity, birth certificate, documentation confirming your NI number or your right to work in the UK and certification of qualifications.

Shortlisted Applicants should be aware that references will be requested as part of the interview process.

King's Ely is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure & Barring Service.

Thank you for completing your application and your interest in King's Ely.



King's Ely
Cambridgeshire
CB7 4EW

www.kingsely.org