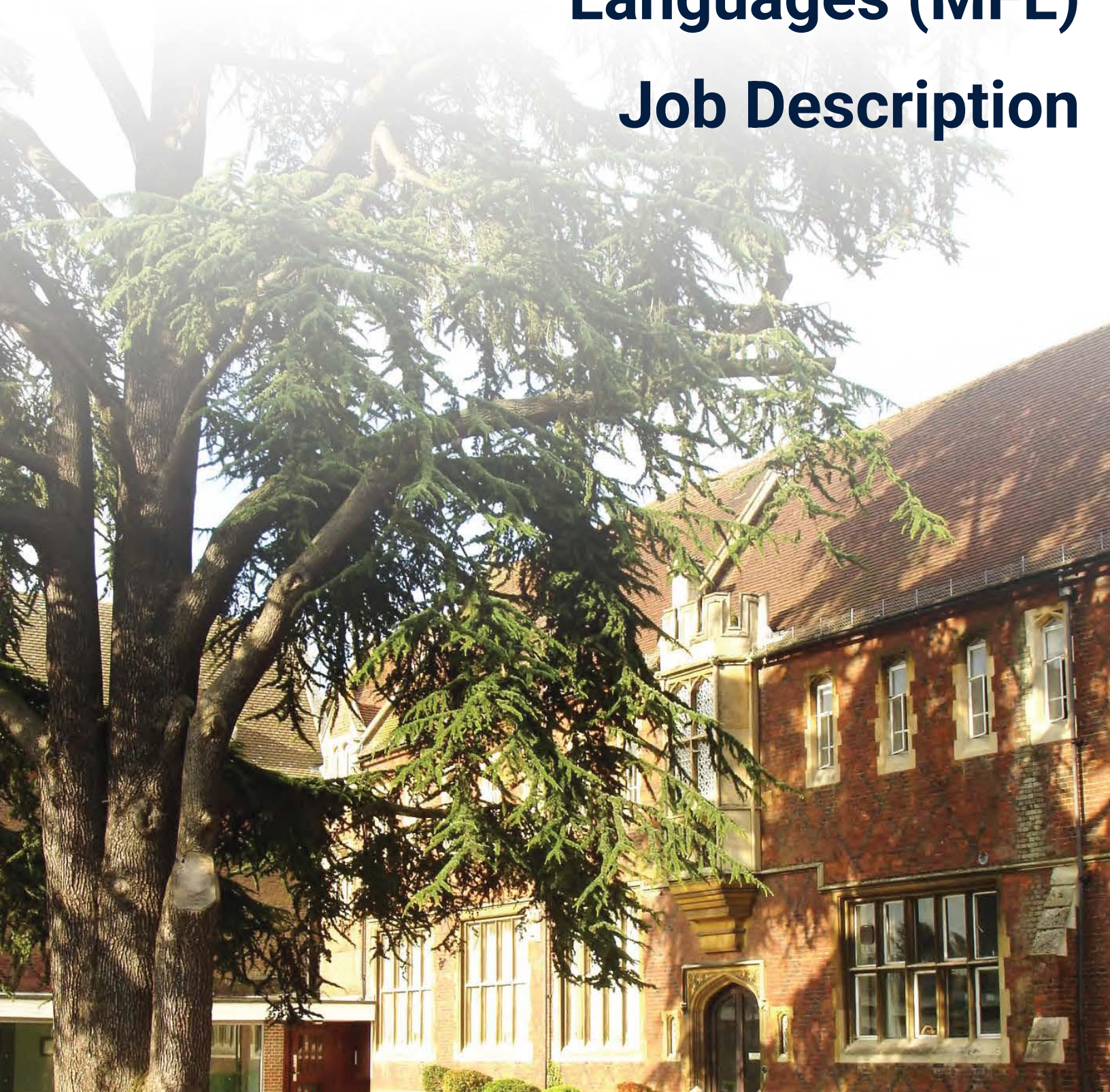




Hockerill

**Head of Modern Foreign
Languages (MFL)
Job Description**



Hockerill is a co-educational 11–18 state school, set in a leafy parkland campus in the market town of Bishop's Stortford. Hockerill is an International Baccalaureate (IB) World School, a thriving and caring academic community, which places a very strong emphasis on international outlook and global citizenship. From September 2027, the College will broaden its post-16 provision to offer A Levels alongside the IB Diploma, ensuring that all students can access the pathway best suited to their strengths, aspirations and future plans.

The College currently has 905 students, over 40% of whom are boarders. As a 24-hour community, the College offers a wealth of extra-curricular activities and an unstinting commitment to pastoral care. With a vibrant international ethos, it attracts students from both the UK and overseas, and values the diversity, cultural richness and global perspective this brings. The College timetable reflects the boarding nature of the school, with lessons on some Saturday mornings.

Hockerill is committed to engaging and motivating its students through high academic standards, innovation and diversity, and we offer a wide-ranging and exciting provision.

The Curriculum

The College is academically strong, both in terms of GCSE and International Baccalaureate (IB) Diploma results. The IB Diploma Programme has been the cornerstone of our Sixth Form for many



years, and remains central to the College's identity and international outlook. From September 2027, Hockerill will offer A Levels alongside the IB Diploma Programme, broadening our Sixth Form curriculum so that every student can follow the pathway best suited to their individual profile, ambitions and preferred style of learning.

The College specialises in Languages and Music, and there is a historical and continuing commitment to immersive language provision. All students study two Modern Foreign Languages at Key Stage 3, with most students continuing to study two languages through to GCSE. All language lessons are delivered in the target language.

The College has a long-standing reputation for academic excellence and strong outcomes, combined with

an inclusive, supportive ethos. Ranked 16 in The Sunday Times Parent Power Schools Guide for 2026, Hockerill continues to be recognised nationally as one of the country's leading state schools.

Students follow a broad and academic curriculum. Students also study at least one humanity subject to GCSE alongside English, Mathematics and Sciences, with most students studying three separate sciences to GCSE. Additionally, Hockerill offers Art, Business Studies, Computer Science, Design Technology, Drama, Food and Nutrition, Japanese, Mandarin, PE, and Religious Education to at least GCSE level.

To support students in preparing for life after Hockerill, there is a Careers Programme which supports all age groups and University Admissions Co-ordination. Around 70% of UK students go on to Russell Group universities, and some progress to leading international universities across the world, including Ivy League institutions in the United States. Some students also have the opportunity to undertake work experience abroad. The College's Sixth Form pathways will continue to support excellent progression to Russell Group universities, competitive apprenticeships and international destinations.

Extra-Curricular Activities

The sport, music and wider co-curricular provision at Hockerill is extensive and underpins the College's philosophy of educating the whole person. Hockerill's musical provision is passionate and diverse, and students can access tuition for a wide range of instruments. There are a number of ensembles and groups for communal music-making, including the prestigious College Big Band. Students perform regularly in musical events and drama productions throughout the year.



Sports on offer at Hockerill include hockey, rugby, football, basketball, netball, golf, cross country, cricket and athletics. For a relatively small College, Hockerill performs at a high standard and regularly achieves success in district competitions.

The wider co-curricular programme includes additional sports clubs, debating and public speaking, chess, Eco club, Model United Nations, Amnesty International, Duke of Edinburgh and a well-established and highly respected Combined Cadet Force (CCF). The co-curricular programme is a central part of life in a 24-hour international community, enabling students to develop confidence, leadership and character.

Exchanges and Trips

Students are strongly encouraged to participate in trips and exchanges abroad. By the end of Year 11, almost all students will have experienced school and family life in a different language and country, and many will have taken part in more than one such experience.

The College has a long-standing commitment to international opportunities, including residential visits and exchanges across Europe and further afield. Recent and planned destinations include France, Belgium, Italy, Spain and Germany, as well as Zimbabwe, the United States, China and Japan. Domestic opportunities begin with the Year 7 team-building residential and continue through to Duke of Edinburgh Gold expeditions in the Sixth Form.



The Site

Located in the centre of Bishop's Stortford in Hertfordshire, the College occupies a distinctive campus with buildings ranging from Victorian to modern, set within tranquil landscaped grounds and mature trees. The site includes five boarding houses, all located on campus, as well as a Health Centre and Chapel.

Hockerill's Sports Hall opened in 2019, followed by the Science Centre in 2020. A new Sixth Form space was completed at the beginning of 2024, further enhancing the facilities available to students in our 11–18 community.

History

Hockerill has a distinctive history, originally established in the early 1850s as a teacher training college. It remained in this role until 1978 and continues to maintain links with former trainees. The College re-opened in 1980 as a co-educational boarding school and became grant maintained in 1994.

Hockerill completed its transformation into Hockerill Anglo-European College in 1998, becoming one of the UK's first specialist Language Colleges and adopting the International Baccalaureate Diploma Programme as the cornerstone of Sixth Form study. Hockerill gained Academy status in February 2011.

For further information about the College, please visit the website: www.hockerill.com.

Job Description

Responsible to: Member of the Senior Leadership Team

Induction, Training and Development

Appropriate induction, training and development is valued by the College, is the responsibility of the line manager and is an entitlement of the post holder whether new to the College or to the post.

Aims of the Post

- Lead and manage the MFL Faculty to ensure outstanding progress for all learners.
- Play an active role in the development of International Baccalaureate principles, standards and practices within the faculty and across the wider College community
- Contribute to the leadership of the College in a holistic and highly visible manner

Key Responsibilities

Strategic direction and Development of MFL

- Establish and maintain policies and practices which promote excellent achievement through high quality teaching and learning
- Take the strategic lead on acquisition of languages across the College
- Create an environment where students and staff develop and maintain positive attitudes towards teaching and learning
- Contribute to the College Development Plan and relevant Faculty Development Plans to meet the College's strategic priorities eg. development of College language philosophy
- Stay abreast of changes in the educational landscape, ensuring the effective preparation of students for the next phase of their education, employment or training
- Advise the Principal and Senior Leadership Team on the implications of curriculum development at international, national, regional and College level
- Establish and build links within the community, including Bishop's Stortford Educational Trust, IB World schools and local schools through the language outreach programme
- Represent the Faculty at appropriate meetings and play a significant role in the general organisation, order and management of the College

Teaching and Learning of MFL

- Ensure that the quality of teaching and learning in MFL are of the highest possible standard
- Provide and oversee developmental support, including oversight of teacher development
- Ensure that appropriate, challenging and differentiated units of work are in place for all teaching groups
- Develop the curriculum to meet the needs of all students including implementing new courses where necessary
- Work with the special educational needs coordinator (SENCO) to ensure the curriculum matches the needs of different students, such as disadvantaged students and those with special educational needs and/or disabilities (SEND)
- Provide a Faculty framework for encouraging and recognising student achievement, and responding to disciplinary problems within the Faculty
- Ensure effective development of students' literacy, numeracy and digital education skills within the subject area
- Promote careers education through MFL and ensure that teaching and learning illustrates how the subject might lead to career opportunities.

Monitoring, Evaluation and Assessment

- Ensure appropriate assessment procedures are in place; ensure standardisation across groups.
- Monitor the quality of students' work, staff marking and feedback
- Ensure arrangements are in place for efficient and effective recording and reporting of student performance.
- Monitor student progress through the use of standardised performance data to ensure high standards of progress for all students, and student groups
- Use data effectively to plan and implement effective intervention to support all students to make above-average progress
- Ensure interventions are in place for identified students; monitor the effectiveness of planned interventions
- Contribute to the monitoring and evaluation of Teaching & Learning across the College, including through learning walks, lesson observations, giving developmental feedback, peer coaching, work reviews and student interviews.
- Organisation and administration of Language aptitude tests for Year 7 day places.

Efficient and effective deployment of staff and resources with MFL

- Lead and manage the work of the other members of the Faculty; hold them to account and work swiftly to address underperformance
- Organise additional staff in MFL, including FLAs and TAs to ensure there is an effective framework deployment.
- Support the construction of an effective timetable.
- Monitor the wellbeing of Faculty members
- Use appropriate resources, in consultation with members of the senior Leadership Team, for effective, efficient and safe teaching and learning within the subject area, to include accommodation, staff, time, courses, development opportunities and ICT equipment
- Create an effective and stimulating learning environment for teaching and learning
- Ensure that staff and students in the Faculty work in a safe manner in accordance with Health and Safety practice.
- Ensure that the resources of the Faculty are available for extra-curricular use by students as necessary.
- Hold regular Faculty Meetings, communicate effectively and manage the smooth running and administration of the Faculty.
- Prepare and manage budgets for the operation of the Faculty, keeping spending within designated limits on capital and consumable resources, including textbooks and other teaching material.
- Oversight of organisation of trips and exchanges.
- Oversight of MFL contribution to Enrichment Days.
- Administration of MFL options processes.

Teaching Commitment

- Be an effective class teacher, leading the Faculty by example through excellent teaching and learning for students

In addition to the above responsibilities the successful candidate should also expect to carry out such other key tasks that the Principal may decide as reasonable.

Confidentiality

During the course of employment the post holder may see, hear or have access to information on matters of a confidential nature relating to the work of Hockerill Anglo-European College or to the health and personal affairs of students, staff and parents. Under no circumstances should such information be divulged or passed on to any unauthorised person or organisation.

Data Protection

During the course of employment the post holder will have access to data and personal information which must be processed in accordance with the terms and conditions of the Data Protection Act 2018. Employees are required to act in accordance with the College's Online Safety policy.

Safeguarding Children

In accordance with the College's commitment to follow and adhere to the Department for Education guidance entitled 'Keeping Children Safe in Education' and all other relevant guidance and legislation in respect of safeguarding children, the post holder is required to demonstrate a commitment to promoting and safeguarding the welfare of students in the College.

Enhanced Disclosure and Barring Service (DBS) clearance is essential.

Health and Safety

The post holder will comply with the College's Health and Safety policy at all times.

Person Specification

Essential

- DfE recognised teaching qualification. Graduate or equivalent
- Experience of teaching MFL to IBDP and/or A level
- Outstanding practitioner
- Establish and maintain an ethos in keeping with the College's Core Purpose and model the values and vision of the school
- Understanding of how quality assurance, use of data and self-evaluation can lead to improvements in outcomes and progress for students
- Experience of whole school development and change management
- A desire to continue to learn and develop.
- Ability to promote languages throughout the College and national and international communities
- A commitment to lead and participate in the College's trips and exchanges programme.
- A commitment to participate in the College's clubs programme.
- The ability to motivate and mentor staff and students.
- A commitment to safeguard and promote the welfare of children and young people.
- A flexible and adaptable approach
- Ability to work well under pressure.
- High quality communication skills and computer literacy.

Desirable

- Awareness of current developments within GCSE, International Baccalaureate programmes, A Level and other level 3 qualifications.
- Experience of delivering whole school training
- Ability to teach at least two of the MFL options

April 2026

Hockerill Anglo-European College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.