

## Job Description

### Teacher of MFL (0.6 FTE)

**Salary:** Main Scale/UPS

**Start:** September 2026

**Responsible to:** Head of Modern Foreign Languages (MFL) Department

#### **Job purpose:**

- The planning and teaching of effective lessons which ensure that each student is positively encouraged to develop their full potential in MFL;
- Promote a positive culture for MFL and a lively and enthusiastic atmosphere within the classroom;
- The assessment of students in line with departmental and school policy;
- To contribute to the development of MFL in the curriculum.

#### **Key Responsibilities and Tasks**

- To work collaboratively with colleagues to plan and teach lessons that are effective, creative, varied and appropriate to the needs of the students;
- To effectively utilise Google Classroom and other technology when teaching to ensure that learning is current, relevant and enjoyable;
- To fully support the Head of Department and other MFL staff in continuing to raise attainment and achievement;
- To contribute to the review, development and writing of departmental schemes of work with colleagues;
- To ensure students are assessed in line with departmental and school policy;
- To attend and contribute to department meetings and other meetings, as appropriate;
- To follow departmental policies and self evaluation processes and, where necessary, contribute to their development;
- To promote MFL across the school and to help other staff to do so where necessary;
- To maintain personal development and expertise by remaining up-to-date with current subject matter and initiatives and accessing appropriate training
- To act as a Tutor and undertake associated support and mentoring activities;
- To contribute to wider school activities and initiatives.

The school undertakes to support applications for CPD to enable the post holder to fulfil their role to their optimum capacity

Hitchin Girls' School is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in any aspect of their work.

*This job description is to be performed in accordance with the School Teachers' Pay & Conditions and TDA standards for qualified teachers. These responsibilities may be amended at any time in the future in order to respond to the changing demands and needs of the school.*

## **Person Specification**

### **Teacher of MFL**

The successful candidate will be able to demonstrate that they:

- Have excellent subject knowledge and a passion to teach;
- Are a successful classroom practitioner who can teach Spanish and French across KS3 and KS4. The ability to teach Spanish to KS5 would be an advantage.
- Are able to motivate and inspire students to learn and have high expectations of them;
- Are highly motivated and organised;
- Have a variety of teaching and learning strategies that they can use effectively, including for remote learning and use of Google Classroom in lessons;
- Are able to maximise the achievement of all students of all abilities;
- Are able to work collaboratively and effectively as part of a team;
- Are willing to contribute to the broader life of the school; The ability or willingness to offer additional languages via clubs would be considered an advantage.
- Are willing to contribute to the development of the school through their own ongoing professional development;
- Have a sense of humour;
- Are suitable for the Form Tutor role.