



Mossbourne
Federation

Second in Charge of Languages

Date last reviewed on:	
Date to be revised on:	



POSITION	Second in Charge of Languages
SALARY	Teachers' Main Pay Scale + Mossbourne Allowance £1,600 + TLR / UPS + TLR
START DATE	1 st September 2026 [Inset Days 2nd & 3rd September 2026]
HOURS	40 hours per week
FULL TIME EQUIVALENT	Full Time, 52.143 weeks per annum
CONTRACT TYPE	Permanent
RESPONSIBLE TO	HOLA Languages
LOCATION	Mossbourne Victoria Park Academy
KEY WORKING RELATIONSHIPS	SLT, ELT Teaching staff, students and parents/carers

Background

Mossbourne is the realisation of Sir Clive Bourne's dream to provide the children of Hackney with an outstanding education. Mossbourne is built on a formula of high expectations, doing the simple things right, and the belief that all children can succeed. All learners, regardless of ability, benefit from the innovative and enlightened approaches to teaching and learning. The Federation's calm working atmosphere creates well-rounded individuals who excel in the arts, on the sporting field and academically.

The Mossbourne Federation consist of seven academies: Mossbourne Community Academy (MCA), Mossbourne Fobbing Academy (MFA), secondary and sixth form, Mossbourne Victoria Park Academy (MVPA), Mossbourne Port Side Academy (MPSA) secondary, Mossbourne Parkside Academy (MPA), Mossbourne Riverside Academy (MRA), Mossbourne Herd Lane Academy (MHLA) primary.

The Mossbourne Federation is actively seeking to increase the proportion of our workforce who come from diverse backgrounds. We particularly welcome applications from people of Black, Asian and other minority ethnic descent. Injustice, discrimination and intolerance go against the core tenets of the Mossbourne ethos. We actively reject discrimination in our academies through continuous review of our working policies & practices across the federation, including at board level. We are committed to developing & supporting inclusivity, diversity & anti-racism in every facet of what we do.

Mossbourne Victoria Park Academy (MVPA)

At Mossbourne Victoria Park Academy (MVPA), we continue to build on the Federation's ethos of exceptional education for all our students. With children at the heart of everything we do, MVPA continues to raise expectations and achievement in Hackney and its neighbouring boroughs, with the belief that all students can fulfil their true potential. Our students' progress at GCSE puts us in the top 10 schools nationally, and we believe there is more to do. Our staff deliver excellent lessons, and our students enjoy a vibrant enrichment programme and have access to debate, speech-making and presentation training through our oratory specialism. Our excellent teaching staff work in a rewarding environment where everyone pulls together for the same thing - the best possible deal for our students.

If you want to be part of the team that is improving the life chances of our students, then read on.

The Modern Foreign Languages Learning Area

The Languages Learning Area includes Spanish and Japanese, as well as Community Languages. All students at MVPA take Spanish at GCSE.

Our teachers are passionate about delivering outstanding language lessons and instilling a passion for languages amongst our students. It is an extremely exciting place to teach Languages.

The Learning Area is very well resourced and comprises:

- Detailed and fully resourced Schemes of Learning



- Regular and personalised Professional Development for staff
- Interactive equipment to maximise outstanding teaching and learning opportunities
- Opportunities to celebrate language learning through trips and visits

Job Summary

The successful applicant will be passionate about teaching languages and promoting language learning. They should be able to teach at least Spanish at GCSE. They will inspire students to appreciate the richness and diversity of the languages and cultures they teach. They will be well organised, energetic and willing to go the 'extra mile'. They will hold Qualified Teacher Status (QTS), have a proven track record of successful languages teaching across different key stages and believe that all students can success in Languages.

Main Duties & Responsibilities

- To promote and being committed to the academy's aims and objectives to implement academy policies
- To support the Head of Learning Area and other staff members to ensure the effective provision of teaching and learning in Languages.
- To liaise with the HOLA and other post holders regarding strategic planning, problem solving and other matters relating to the improvement of the department
- If required, to be responsible for overseeing Key Stage 3 or Key Stage 4, including responsibility for curriculum development, assessment and resourcing
- To liaise with the HOLA to implement strategies to improve behaviour, as well as being proactive in dealing with incidences of poor behaviour around the Learning Area and the Academy
- To monitor staff well-being and performance through PAM; approaching staff about performance or work-load when necessary
- To act as a mentor for ECTs, trainee teachers and other members of the department as necessary
- To be a line manager for members of the department
- To make a significant contribution to staff CPD through leading on department training and using PAM
- To plan and delivering high-quality, engaging and differentiated lessons that ensure progress for all students on a day-to-day basis and are consistently outstanding
- To have the ability to communicate effectively with staff, students and parents
- To have a good track record of raising pupil attainment and outcomes
- To monitor attainment across the learning area with the Head of Learning Area
- To contribute to the development of schemes of work
- To set homework in accordance with Learning Area policy and to mark work regularly to aid progression, keep clear records of attainment and follow up on non-submission
- To keep abreast of developments in Language learning and pedagogy, and ensuring that these changes are implemented in lesson delivery and Schemes of Work
- To organise and run enrichment opportunities and interventions for students within Languages, including Enrichment programmes, G&T interventions, Y11 interventions and trips.
- To undertake duties as directed and in accordance with Academy expectations
- To supervise Prep
- To be a member of the pastoral team and, if required, a Form Tutor carrying out the associated responsibilities
- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description
- To model, in everything you do, the Academy's values of courtesy, hard work, integrity, resilience and excellence
- To take part in the Academy's wider curriculum offer including PSHCERSE, Bourne Scholar and Enrichment as required



Person Specification				
E Essential Or D Desirable	Requirements	Assessment Criteria		
		App Form	Task	Intervie w
Experience				
E	Ability to teach Spanish to KS4	X	X	
E	Knowledge and understanding of how students learn languages	X	X	X
D	Ability to monitor and report student attainment across all Key Stages	X	X	
D	Track record of leadership of a Key Stage or some aspect of the learning area.	X		X
D	Training, monitoring and mentoring NQTs and Schools Direct trainee teachers	X		X
D	Ability to observe colleagues on a regular basis and provide quality feedback, setting targets for improvement and follow up where appropriate	X		X
D	Ability to plan, develop and deliver training and INSET within the department	X		X
D	Capable of up skilling teachers on the use of data and how to use it effectively across the learning area	X	X	X
E	Ability to develop and maintain positive relationships with teachers, support staff and parents	X		X
D	Ability to coordinate, oversee and contribute to the development of schemes of work liaising with the Key Stage Coordinators	X	X	X
E	Capable of supporting Languages Teachers in their drive to be outstanding	X	X	X
Qualifications				
E	A good degree in the subject or a related subject	X		X
E	Qualified Teacher Status (QTS)		X	
IT knowledge				
D	Strong working knowledge of the MS Office Applications		X	
D	Ability to swiftly adapt to and utilise new/various systems / software		X	
D	Effective & appropriate use of ICT in lessons & across Learning Area		X	X
Behavioural Competencies				
E	Excellent communication skills	X		X
D	Strategic approach, ability to see the 'big picture'	X		
E	Commitment to meeting deadlines internally and externally ensuring output consistently is of an exemplary standard	X		
E	The upmost integrity and high levels of motivation & commitment.	X		
E	Proactive approach & efficient time management & prioritisation skills	X		
E	Genuine interest & passion for the education of young people & the will to contribute to the wider life & community of the Federation	X	X	



Applicable to all staff				
E	Undertake training as required to fulfil the requirements of the role	X	X	X
E	Support Mossbourne through your actions & attitude, adjusting performance and practice in accordance with Federation initiatives and directives.	X	X	X
E	Recognise your role as part of the success of Mossbourne.	X	X	X
E	Play an active role in the safeguarding of all students and adults.	X	X	X

Mossbourne Federation reserves the right to modify this job description to ensure the needs of the Federation & students are met.

***The document is not a comprehensive list; it simply outlines the expectations of this role.
This post is subject to an enhanced DBS disclosure. The post holder must be committed to safeguarding the welfare of children.***