



## Reed's School Job Description TEACHER OF MFL (FRENCH WITH GERMAN)

Reed's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

<p><b>The Department and Role:</b></p>	<p>The Modern Foreign Languages Department consists of seven teachers and six Language assistants. There is a Head of Department for French and Spanish and an overall Head of Modern Foreign Languages.</p> <p>French, German and Spanish are taught from Year 7. At iGCSE, most pupils study at least one Modern Foreign Language from French, German or Spanish and may opt to study a second language.</p> <p>The department has seven dedicated classrooms and language assistant areas. All classrooms are fully IT equipped, and all staff and pupils are provided with iPads.</p> <p>All members of the teaching staff are involved in the School's tutorial and pastoral systems and are expected to be involved in the Activities Curriculum provided to the pupils. In particular, the Modern Foreign Languages Department organises annual trips to France, Germany and Spain and the successful candidate would play an active part in the Department's extra-curricular programme, which offers additional modern languages, film clubs, discussion groups etc.</p>
<p><b>Main Duties and Responsibilities:</b></p>	<ul style="list-style-type: none"><li>• Teach French and German up to iGCSE level with one of the languages up to A Level.</li><li>• Provide support and work cooperatively within the Modern Foreign Languages Department Team.</li><li>• Be familiar with the aims and objectives of the Modern Foreign Languages Department as outlined in the departmental handbook.</li><li>• Assist the Department with the development of schemes of work and assessment materials.</li><li>• Keep records of marks achieved in preps and tests by the pupils, according to school policy.</li><li>• Attend suitable INSET as required under the guidance of the Head of the Modern Foreign Languages.</li><li>• Participate in Modern Language Activities outside the classroom.</li><li>• Promote all languages as subjects.</li></ul>

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	<ul style="list-style-type: none"> <li>• Undertake such other comparable duties as the Headmaster requires from time to time.</li> <li>• Promote and safeguard the welfare of children and young persons.</li> </ul>
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**Reed's School Job Person Specification**  
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	Essential	Desirable
<b>Qualifications:</b>	<ul style="list-style-type: none"> <li>• Educated to Degree level in a relevant subject.</li> </ul>	<ul style="list-style-type: none"> <li>• QTS (or equivalent).</li> </ul>
<b>Experience:</b>	<ul style="list-style-type: none"> <li>• Experience of working co-operatively as part of a team</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching successfully at all levels and differing ability needs.</li> <li>• Ability to demonstrate success across the ability range.</li> <li>• Ability to demonstrate creative and innovative approaches to enthusing and challenging pupils.</li> </ul>
<b>Skills:</b>	<ul style="list-style-type: none"> <li>• Good planning and organising skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to use a range of ICT to gain participation and encourage learning</li> <li>• Ability to set effective, realistic and challenging lesson objectives and appropriate homework</li> <li>• Initiative to improve personal and departmental standards and results</li> <li>• Experience of gathering, evaluating and using assessment data to inform learning</li> </ul>

<b>Knowledge:</b>	<ul style="list-style-type: none"> <li>• Excellent subject knowledge and enthusiasm for the subject</li> </ul>	<ul style="list-style-type: none"> <li>• Insight into student learning needs</li> </ul>
<b>Personal competencies and qualities:</b>	<ul style="list-style-type: none"> <li>• Motivation and enthusiasm to work with children and young people</li> <li>• Ability to act as a role model for pupils and staff through demonstrating high standards of personal and professional conduct</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people.</li> <li>• Positive attitude to use of authority and maintaining discipline.</li> <li>• Ability to maintain consistency and fairness.</li> </ul>	