



JOB DESCRIPTION

JOB ROLE: Teacher of MFL

CONTRACT HOURS: 1.0 FTE

SALARY: AT1 – AT6

RESPONSIBLE TO: DOTL - MFL

JOB PURPOSE:

Under the reasonable direction of the Head of Department, carry out the professional duties of a school teacher as set out in the School Teachers' Pay and Conditions Document.

To raise standards of student attainment and achievement within MFL and monitor and support student progress.

SPECIFIC DUTIES:

- To teach French to groups of students from all abilities across years 7 – 9.
- To ensure that all lessons are planned with clear aims and objectives.
- To ensure that all lessons are delivered in line with the departmental schemes of work and school policies.
- To take into account the differing abilities of students and differentiate work accordingly.
- To encourage all students to be actively engaged in their own learning and in reviewing their progress against targets.
- To ensure that all students are known by name and that the classroom atmosphere is positive at all times.
- To encourage and foster intellectual curiosity.
- To deal with inappropriate behaviour quickly and effectively according to the school behaviour policy.
- To check that all subject matter is effectively communicated and understood by all groups of students.
- To keep careful records of student progress in line with departmental and school policy.
- Liaise with Head of Department regularly
- Keeping clear records of work and student attendance registers
- Attending trust and departmental meetings and workshops as required
- Monitor progress of pupils in MFL against school targets.

GENERAL RESPONSIBILITIES:

- To work towards meeting the targets set by The Children Act 2004 and by Every Child Matters during term / non term time and weekends.
- To work collaboratively and cooperatively with other members of the wider workforce and the teaching staff
- To work positively and enthusiastically with all stakeholders and in accord with the values, spirit and practice encapsulated in The Campus Charter and other standards as exemplified in the professional learning area of the intranet
- To be an ambassador for The Canterbury Academy Trust



JOB DESCRIPTION

Appraisal

- To take responsibility for their own professional development and the appraisal process.
- To maintain a professional portfolio.

Continued professional development

- To identify areas for further development and engage fully in the CPD programme of The Canterbury Academy.

HEALTH & SAFETY RESPONSIBILITIES:

You must abide by the Academy Health & Safety Policy and to implement that policy with regard to the general duties placed upon every one engaged in the Campus. Compliance to Campus Regulations, Health & Safety Regulations and Fire Regulations.

To partake in any Health & Safety training relevant to the job role.

PERSON SPECIFICATION:

Qualified Teacher Status

A secure knowledge and understanding of the concepts and skills essential for students

A good knowledge of the National Curriculum relating to MFL

Have an ability to use a range of imaginative teaching strategies to engage pupils

To be able to establish a safe and purposeful classroom environment

Able to motivate and inspire pupils

Have the ability to relate well to children and adults, understanding their needs and being able to respond accordingly

Good influencing skills to encourage pupils to interact with others and be socially responsible

Knowledge of policies and procedures relating to child protection, health, safety, security, equal opportunities and confidentiality

Willingness to learn and develop

Ability to maintain confidentiality

A high level of IT skills

High standards of professionalism

Flexible and adaptable attitude demonstrating a cooperative spirit/ 'can do' attitude

Positive approach to problem solving

Responsible and conscientious approach to Health & Safety

Calmness under pressure/resilience

SAFEGUARDING:

All appointments are subject to you obtaining a current enhanced disclosure and that the information revealed does not prevent or make you unsuitable to work with children as determined by the Executive Principal and/or Chair of Directors. A satisfactory DBS disclosure must be presented to the school before your employment can commence.

This job description is provided to assist the post holder to know their principal duties. It may be amended from time to time in consultation with you, by, or on behalf of, the Head of the Department, without change to the level of responsibility appropriate to the grading of the post.