



## JOB DESCRIPTION

Job Title: Teacher of MFL – French and Spanish

Start Date: September 2023

Accountable to: Subject Leader: MFL

Hours: Full Time

Salary: TMS/UPS to be negotiated

### Job Purpose:

- To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Headteacher.
- To be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, take responsibility for professional development and has students who achieve well.
- To support staff, students and parents.
- To promote the ethos and good reputation of the school, ensuring effective communication both internally and externally.
- To support the progress of students.

### About The Angmering School:

The Angmering School is a secondary school with 1,350 students of which 170 are in sixth form. We are effective in delivering outcomes that provide well for all students' needs. Students are well prepared for the next stage of their education, training or employment.

Main Duties to include:

Planning and delivering effective lessons:

- identify clear learning objectives and specify how they will be taught and assessed;
- setting tasks which challenge students and ensure high levels of interest;
- setting appropriate and demanding expectations;
- setting clear targets, building on prior attainment;
- be aware of and make provision for students who have particular individual needs;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment;
- following the school behaviour policy and procedures;
- ensuring the effective and efficient deployment of classroom support;
- ensure homework is set according to School policy and recorded on Show My Homework;
- liaise with the Subject Leader to ensure the implementation of department policy;
- assist with writing medium term plans and developing resources in Department.

Monitoring, Assessment, Recording, Reporting:

- mark and give feedback in accordance with the School and Department Policy;



- assess and record students' progress systematically and keep records;
- undertake assessment of students as requested by examination bodies, departmental and school procedures;
- participate in the school's system reporting to parents.

#### Pastoral Duties

- be a Form Tutor or co-tutor to an assigned group of students;
- promote the general progress and well-being of individual students;
- liaise with the Year Team Leader to ensure implementation of school's pastoral system;
- register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life;
- alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved;
- communicate, as appropriate, with parents of students and persons or bodies outside the school concerned with the welfare of individual students, after consultation with appropriate staff.

#### Other Professional Requirements

- operate at all times within the stated policies and practices of the school;
- establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and students;
- contribute to the life of the school through effective participation in meetings;
- take part in Open Evenings and Consultation Evenings;
- take responsibility for own professional development and duties in relation to school policies and practices;
- liaise effectively with parents and governors.

#### Health and Safety:

- To be alert to the health and safety of the working environment and to advise the line manager of any health and safety concerns.

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed by job holders within this role. It is not intended to be an exhaustive list of skills, efforts, or duties, associated with the position. There may be a requirement to undertake other duties reasonably required by the line manager/Head Teacher provided the task is commensurate with the post holder's core skill competencies, knowledge and experience in the role.

This job profile recognises the demands of the current Pay and Conditions Regulations and reflects the policies established by the governors at The Angmering School.

