



## Job Description

**Job Title:** Full-time Teacher of Modern Foreign Languages

**Reporting to:** Head of Department

**Grade:** Main Scale/UPS

### Overall Purpose of the Post

- Preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements
- Taking any such part as may be required in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school

### Main Duties and Responsibilities

- Carrying out the professional duties of a teacher as circumstances may require and in accordance with Academy policies, under the direction of the Principal.
- Promoting the achievement of high standards through effective teaching and learning within MFL, preparation, evaluation and action planning.
- Being central in the delivery of the Academy agenda, paying regard to the provision of personalisation for students.
- Modelling the vision and values of the Academy.
- Receiving and acting on feedback to build on the strengths and improve personal performance within the Academy systems.
- Contributing, where appropriate, to implementing policies and practice and to promoting collective responsibility for their implementation.
- Taking into account and constantly reviewing Academy contextual factors and prior attainment when planning and teaching lessons.
- Working in a cross-curricular way to support subjects across the Academy in the use of active learning approaches to enrich curriculum and skills delivery.
- Recognising, promoting and celebrating diversity.

### Additional Responsibilities

- Dealing with any immediate problems or emergencies according to the Academy's policies and procedures
- Respecting confidential issues linked to home/students/teacher/Academy work
- Fire Marshall duties in the case of Fire and/or Emergency Evacuation were applicable
- To comply with the Academy's Child Safeguarding Procedures, including regular liaison with the Academy's Designated Child Safeguarding Person over any safeguarding issues or concerns;

- To comply with the Academy policies and procedures at all times.
- Undertake other reasonable duties (with competence and experience) as requested, in accordance with the changing needs of the organisation.

### **Personal Contacts**

**External:** Contractors, suppliers, parents, external agency professionals, other government and local authority staff, other staff from academies and schools.

**Internal:** Students, staff, Board and Academy Council members, parents and any other visitors to the Academy.