



Job Description

Job Title: Associate Director of MFL

Reporting to: Senior Director of MFL

Grade: L13-L17

Overall purpose of the post:

To provide high quality, world class leadership commensurate with the needs of Outwood Grange Academies Trust.

This post would be an ideal opportunity for an Advanced Skills Teacher, outstanding Head of Department or MFL Consultant to maintain close links with classroom practice whilst developing their own leadership potential.

Main duties and responsibilities:

1. To undertake the full range of duties and responsibilities as required by the Executive Principal as set out in:
 - a. The School Teachers Pay and Conditions of Service
 - b. Any other duties commensurate to the post title and grade which the Executive Principal may deem appropriate.
2. Support the Trust's National Leadership in Education status by providing support and challenge to other schools as required.
3. To have overall responsibilities for the quality of teaching and learning of MFL across the Family of Schools.
4. To act as facilitator/co-ordinator of new initiatives and innovative practice in MFL.
5. To develop the quality of data on MFL performance to ensure that it is accurate and appropriate to facilitate targeted intervention.
6. You will be expected to promote and develop MFL locally, nationally and internationally.
7. Support and challenge the learning and teaching of MFL across the Family of Schools, including the development of leaders of MFL.

8. Take a lead role in Teaching School events.
9. Be responsible for an International link with a school in another country to include 1 reciprocal visit every 2 year.
10. Be actively pursuing the 'Every Child Matters' agenda as part of the formal role.
11. To actively promote equality of opportunity for all students and staff

Expectations

1. To put 'Students First' in everything you do.
2. To be flexible in order to meet the constantly changing demands of the role.
3. To be prepared to undertake outreach work on behalf of the Academy.
4. To keep up to date with educational development, strategy and thinking
5. To actively pursue your own professional development as a Senior Leader
6. To show commitment to the rigorous continuous improvement of schools.
7. To demonstrate a positive commitment to working with all stakeholders (students, governors, parents, staff, etc) to improve the performance of the school.
8. Be committed to providing a 'world class' workforce in order to ensure the best possible opportunity from all our students.

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 where 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.

Special Features

The post holder shall be required to work in any of the schools/academies within the Outwood Grange Family of Schools as directed by the Chief Executive.

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.