



## JOB DESCRIPTION

|                        |                           |                         |        |
|------------------------|---------------------------|-------------------------|--------|
| <b>Job Title:</b>      | Teacher of French         | <b>Department:</b>      | French |
| <b>Hours of Work:</b>  | Part time, approx. 0.7FTE |                         |        |
| <b>Responsible To:</b> | Head of French            | <b>Responsible For:</b> | N/A    |

### Summary of Role:

This is an exciting opportunity to join a thriving French department in a school where the subject is taught from Year 7 to A Level. We are a friendly, collaborative department who work with dedication to ensure that students are inspired with a passion for French, through the curriculum and co-curricular opportunities. You will be a well-qualified and inspiring teacher with outstanding subject knowledge and a successful track record of teaching French Key Stage 3 and GCSE. You will have experience of using a wide range of teaching and learning strategies to support and stretch every student.

There is plenty of opportunity to use your skills, enthusiasm and creativity to help shape the curriculum as we continue to refine our schemes of work at Key Stage 3 and at GCSE. Year 7 students' study either French or Spanish for a year and are encouraged to choose a second language in Year 8 if they are good linguists. The majority of our students take a language at GCSE with a fair amount of dual linguists. GCSE and A Level students have weekly conversation lessons with a native-speaker graduate. The MFL Department follows the AQA exam specifications for both GCSE and A Level.

The girls' commitment to French at Woldingham is well above average and they achieve high grades in public examinations year on year. In most years, a number of girls go on to degree courses in languages and our department has a good record of Oxbridge success. There is an expectation of involvement in the range of department competitions, cultural trips and exchanges.

Our facilities and resources for teaching French are excellent; there is a dedicated suite of classrooms with a departmental office. The department has a wide range of teaching resources. We currently use Allez 1 for Years 7 and 8. We then use the AQA Foundation and Higher textbooks for Years 9 to 11. At A Level, the AQA resources are used, and they study a book and a film. We have our textbooks on the Kerboodle platform which provides a lot of teaching resources. We also subscribe to a variety of online platforms such as languagegym. This post provides an excellent opportunity for a teacher of French to work in a school where you will be well supported in your professional development and ambitions.

Our school values professional development and has many opportunities such as the coaching and leadership programs. We also encourage subject-specific training; we have recently attended courses using Gianfranco Conti's method.

We would welcome applications from candidates able to offer Spanish at Key Stage 3 and/or 4

**Specific Responsibilities:**

1. To contribute to the work of the department, ensuring good working relationships.
2. To teach classes across the Key Stages 3-5 as agreed and allocated by the Head of Department according to the published timetable.
3. To contribute to the development of resources to support the delivery of the curriculum across all Key Stages.
4. To plan lessons thoroughly, according to department schemes of work and school policies
5. To prepare relevant classes for public examinations at GCSE and A Level, according to the syllabi specified
6. To manage pupils' behaviour and promote a positive working atmosphere in lessons by following department and school policy
7. To set, mark and assess work, record assessments and write reports according to department and school schedules and policies
8. To support the department's work by contributing to initiatives and taking on such administrative responsibilities which are reasonably allocated by the Head of Department
9. To contribute to the co-curricular programme of a busy school
10. To work closely with colleagues to evaluate and develop courses offered to students and the teaching strategies used. To contribute to other aspects of the general ongoing development of the department.

## PERSON SPECIFICATION

| Essential  | Desirable   |
|--|---|
| <b>Operational Excellence</b>  |   |
| <ul style="list-style-type: none"> <li>• A well-qualified graduate with a degree in French or similar qualification.</li> <li>• The ability to teach Key Stages 3 and 4</li> <li>• Excellent subject knowledge and a commitment to communicate enthusiasm for the subject through dynamic teaching.</li> <li>• Ability to inspire and develop students' interest in French.</li> <li>• Reflective practitioner willing to continue to develop own teaching.</li> <li>• Fluent and accurate written and spoken English.</li> <li>• Competent in use of Microsoft Office Suite for teaching and learning.</li> </ul> | <ul style="list-style-type: none"> <li>• The ability to teach A Level French</li> <li>• The ability to teach Spanish at KS3 and KS4.</li> <li>• Experience of marking GCSE and A Level papers.</li> <li>• To be familiar with AQA exam board for GCSE and A Level.</li> <li>• An understanding of the principles of good classroom management.</li> <li>• Ability to support and challenge all pupils to do their best.</li> <li>• The ability to teach English as an Additional Language.</li> </ul> |
| <b>Personal Behaviours</b>   |   |
| <ul style="list-style-type: none"> <li>• A good communicator with colleagues.</li> <li>• Excellent organisational skills.</li> <li>• An ability to engage warmly and professionally with students.</li> <li>• A calm and confident presence in the classroom.</li> <li>• An effective communicator.</li> <li>• A willingness to be generous with time.</li> <li>• The ability to work as part of a team in a busy department in a busy boarding school.</li> </ul>   | <ul style="list-style-type: none"> <li>• A willingness to contribute to the academic enrichment provision offered by the department.</li> </ul>   |
| <b>Ethos and Whole School Values</b>   |   |
| <ul style="list-style-type: none"> <li>• Will have a clear understanding of and commitment to Woldingham as a Catholic School whose mission is shaped by the Goals of Sacred Heart Education.</li> <li>• Willing and able to contribute to the spiritual life of the School.</li> <li>• Committed to operating as part of the School community.</li> <li>• Commitment to Woldingham as a school with high academic standing providing a holistic education and outstanding pastoral care.</li> </ul>   |   |
| <b>Safeguarding and Pastoral</b>   |   |
| <ul style="list-style-type: none"> <li>• Committed to safeguarding and promoting the welfare of children and young people.</li> <li>• A satisfactory Enhanced Disclosure from the DBS.</li> </ul>  |   |