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**JOB DESCRIPTION**

**POST TITLE:** Leader of Teaching and Learning in French and German

**GRADE:** MPR/UPR with TLR 1

**RESPONSIBLE TO:** Principal and nominated Deputy Principal

**RESPONSIBLE FOR:** Curriculum Development and Coordinator for MFL, up to 5

 Teachers of MFL

**JOB PURPOSE:** To be accountable for learner achievement with French and German by effectively leading teaching and learning

**MAIN DUTIES:**

The following is typical of the duties the post holder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

Lead Teaching and Learning Responsibilities

* Lead learning with French and German by developing and implementing assessment strategies, data analysis and appropriate intervention programmes (including behaviour management) to ensure that identified standards of learner achievement are met.
* Lead, develop and enhance the teaching and student development practice of others through monitoring/evaluation and promoting improvement strategies to secure effective teaching and learning and management of learners
* Lead manage and develop the provision of programmes/activities that match learner aspirations and potential, and achieve excellence for learners within French and German.
* Line and performance manage a team of staff (comprising up to six people), including contributing to the effective recruitment and development of its members in order that the team’s objectives are achieved.
* Facilitate an ethos within the team which encourages staff to work collaboratively, share knowledge and understanding, celebrate achievements an accept responsibility for outcomes.
* Ensure that Health and Safety policies and practices, including Risk Assessments, are carried out in line with national requirements.
* Lead SEF procedures and development planning within French and German.
* Help to secure effective liaison with feeder schools and outside agencies.
* Manage the available resources of space, staff, money and equipment within French and German effectively.

Generic Responsibilities

* Create and manage a learning environment and achieve a supportive culture and behavior management strategy which enables learners to achieve their potential
* Contribute to the monitoring and development of Modern Foreign Languages and student development across the curriculum to ensure suitable opportunities are provided for learner aspirations to be met.
* Plan effectively in the short, medium and long term and prepare lessons to ensure coverage of the curriculum and the differentiated needs of learners are met.
* Apply a range of teaching and learning strategies, including implementing inclusive practices, to ensure that the diverse needs of learners are met and excellence and enjoyment is achieved.
* Assess, record and report on the development and progress of learners, develop and maintain Individual Learning Plans for a group of students and analyse relevant data to promote the highest possible aspirations for learners, targeting expectations and actions to raise learners’ achievements.
* Demonstrate ongoing development and application of teaching expertise and subject specialism and phase knowledge to enrich the learning experience within and beyond the teacher’s assigned classes or groups of learners.
* Work collaboratively within and beyond the classroom with support staff (including directing their day to day work), teachers, other professionals, parents, agencies and communities, to enhance teaching and learning and promote the positive contribution and well-being of learners.
* Contribute to the development and application of priorities, policies and activities in order to enable the achievement of whole school aims.
* Promote and implement the trust’s equality policies in all aspects of employment and service delivery.
* Take responsibility for a tutor group and to contribute to the development of Citizenship and Guidance Programme.

**Specific Responsibilities**

* Work collaboratively with the Leader of Teaching and Learning of Spanish and Italian to ensure that
* All departments procedure, policies and processes across MRL are harmonized and aligned.
* Self evaluation and improvement planning to secure a clear overview of, and future direction for MFL.