



KING EDWARD'S SCHOOL
BIRMINGHAM

Teacher of French and Spanish

King Edward's School is seeking to appoint a full time or part time Teacher of French and Spanish to teach across the full age range from 1st September 2024 (a deferred start until January 2025 may be possible for the right candidate). It is an opportunity to join a strong, enthusiastic, very supportive and friendly faculty in an exceptional school. We welcome applications from people of all backgrounds and no experience of working in the independent sector is required. The school teaches IGCSE and the International Baccalaureate Diploma; the ability to teach one or both languages up to IB Higher Level or equivalent is required. Although we teach the IB in the sixth form, previous experience of IB is not a requirement. A willingness to participate in the wider life of the School with pastoral care duties and help with co-curricular activities is expected. This is a fixed-term position for one year in the first instance, with the possibility of a permanent contract at the end.

The Modern Foreign Languages Faculty

The study of foreign languages is central to the life of any IB school. Every boy studies at least one language; many study two to GCSE and beyond. The faculty is therefore large and varied with fourteen teachers including Head of Faculty, three Heads of Department and a Second in Charge of Languages. French, Spanish and German are offered in various combinations to GCSE in the first five years and at IB. In Years 12 and 13, Standard and Higher Level courses in all three languages provide the opportunity to build on existing knowledge. There is also the option to start a new language from scratch by choosing an ab initio course.

The Faculty offers extensive enrichment opportunities to pupils of all ages, including a thriving MFL Society with King Edward's High School for Girls, and a variety of trips to highlight the cultural and linguistic benefits of studying languages. Recent trips have included visits to Berlin and the Rhineland, with others to Nice, Córdoba and Château de la Baudonnière in Normandy. The Faculty has great success in national and external competitions, including the Linguistics Olympiad and first place in the National Nutty Tilez Championships in 2022.

We aim to be as flexible as possible and all pupils have a free choice of languages from Year 10 onwards. In a national setting in which the study of languages is in decline King Edward's proudly bucks that trend, for example, over 100 pupils in the school are currently studying German alone. Exam results at all levels are excellent.

At IB we offer a total of nine options in each of Years 12 and 13. In most years, beginners' or ab initio courses are on offer in all three languages together with Standard and Higher Level courses. In a typical year, the majority of our pupils can expect to achieve a 6 or 7 on the IB's seven-point scale and we have a strong track record of providing talented, thoroughly grounded undergraduates to some of the best universities including Oxford and Cambridge. Just as important, every King Edward's student, whatever their chosen degree course, leaves the school able to communicate confidently in at least one foreign language.

Job Description

The role holder will report to the Head of Languages Faculty.

A. Teaching

- Plan and deliver lessons in accordance with the department's scheme of work and which reflect the priorities of the school's Learning and Teaching Policy.
- Liaise with relevant colleagues on the planning of work for collaborative delivery
- Take account of pupils' prior levels of attainment and use them to inform planning and set targets for future improvement
- Set high expectations for pupils' behaviour by establishing a purposeful working atmosphere in accordance with the school's Behaviour Policy
- Set appropriate and demanding expectations for pupils' learning, motivation and presentation of work

B. Assessment, Recording and Reporting

- Assess and return work within a reasonable and agreed time span providing constructive oral and written feedback, and clear targets for future learning as appropriate
- Report on pupil progress in line with school policy and as specified in the published calendar
- Keep parents informed of pupil progress by attendance at Parents' Evenings, and by other means as appropriate
- Maintain appropriate records of assessments in line with department and school policy
- Be familiar with the code of practice for identification, referral, assessment and monitoring of special educational needs

C. Pastoral Care

- Undertake responsibility for a form group as required, including tutor/tutee interviews
- Be the first point of contact for parents of pupils in the form
- Set targets for and monitor the social and academic progress of pupils in the form
- Undertake responsibility for the delivery of the PSHE programme to the form
- Promote good attendance and monitor in accordance with school policy

D. Professional Standards

- Support the aims of the school and adhere to the Staff Code of Conduct
- Support the implementation of all school policies and procedures as laid out in the Staff Handbook
- Treat all members of the school community with respect and consideration
- Treat all pupils fairly, consistently and without prejudice
- Set a good example to pupils in terms of appropriate dress, standards of punctuality and attendance
- Attend and participate in events such as open days and options evenings. Support those events in which form members are involved e.g. concerts
- Participate in the school's extracurricular programme, which includes activities, clubs and societies, sport, drama and music

- Take responsibility for professional development, participating in staff training and the school's arrangements for appraisal
- Participate in the management of the school by attending departmental and other staff meetings
- Ensure that all deadlines are met as published in the school calendar
- Take responsibility for matters relating to health and safety in line with school policy
- Undertake duties that may be reasonably assigned by the Chief Master (directly or indirectly)

Responsibilities may be direct, joint or through devolved structures, but always in accordance with whole school policies. These details may be amended at any time by agreement, but in any case will be reviewed during the appraisal process.

The candidate will visibly maintain the highest professional standards, have excellent interpersonal communication, presentational and ICT skills and have the ability to work flexibly within the school structure.

Person Specification

The ideal candidate would be expected to show evidence of many of the following skills and qualities. The following information demonstrates qualities that would be considered essential or desirable and how these will be tested during the recruitment process.

Qualifications and Training	Essential	Desirable
Qualified Teacher Status (UK)		✓
Courses of further study relevant to the post		✓
An honours degree in French, Spanish or a related subject	✓	
Evidence of involvement in personal CPD	✓	

Experience	Essential	Desirable
Experience of teaching in a highly academic context		✓
Experience of teaching the full 11-18 age range		✓
Experience of the IB Diploma Programme		✓
Clear understanding and knowledge of current issues related to the subject	✓	

Skills	Essential	Desirable
A clear understanding of how to engage with school data	✓	
Ability to think originally and creatively and show initiative	✓	
Commitment to high standards of Modern Foreign Languages teaching and learning	✓	
Ability to teach high quality lessons	✓	
The potential to lead and motivate teams		✓
Strong people management skills	✓	
Excellent organisation abilities	✓	
High levels of ICT competency		✓

Personal characteristics	Essential	Desirable
Ability to cope with pressure	✓	
Ability to communicate effectively with parents, students and staff in a variety of ways	✓	
Understanding and commitment to equality of opportunity for all	✓	
Understanding of, and a commitment to the ethos of the school as a community	✓	
Tact, discretion and diplomacy	✓	
A genuine liking of people and the ability to show warmth, good-humour, empathy and sensitivity	✓	

How to apply

To apply for this role, please forward a completed application form (available for download at www.kes.org.uk/vacancies) and a covering letter addressed to the Chief Master by email to: recruitment@kes.org.uk.

The deadline for applications is **9am on Friday 10th May 2024**, however applications will be reviewed on receipt and so early applications are encouraged.

Interviews will provisionally take place during the week commencing Monday 13th May, although we reserve the right to bring forward interviews and make an early appointment if suitable applications are received.

If you have any queries about the role or would like to discuss it in more detail, please contact the Head of Languages Faculty, Dan Chalkley by email: dnc@kes.org.uk.

King Edward's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants invited to interview will be required to provide proof of identity, preferably a birth certificate, although where this is not available we will accept other forms of ID. Online searches will also be carried out for all shortlisted candidates, as required by Keeping Children Safe in Education 2022. Successful candidates will be required to undergo an enhanced DBS check and other pre-employment checks. A copy of the School's Recruitment, Selection and Disclosure Policy is available on the website www.kes.org.uk.