



BEECHWOOD

Sacred Heart School

An Independent School for Boys and Girls (3-18)

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Teacher of Spanish

Job Description

We are looking for an enthusiastic teacher who can inspire our pupils with a real love of language. An essential element of this post is to be a willing and active member of the Modern Foreign Languages Department.

Beechwood is a co-educational, independent, day, weekly and full boarding school with 350 pupils on roll. Beechwood is located in Royal Tunbridge Wells, Kent and was founded in 1915. French, German, and Spanish are taught in the Senior School whilst French is taught in the Prep School.

Personal Specification and Qualities

The successful candidate will:

- be an outstanding teacher of Spanish and have a commitment to excellence in teaching and learning
- be able to inspire, challenge and enthuse pupils
- have excellent interpersonal and communication skills
- share the vision of the School and the Head
- be able to teach Spanish ideally to A-Level
- be intelligent, well qualified, and have a degree with Qualified Teacher Status (or currently in training for QTS)
- be passionate about their subject
- be a team player contributing to the work of the School
- have evidence of a commitment to CPD
- have personal integrity and the drive to do what is best for the pupils
- have knowledge of current educational issues
- have excellent ICT skills
- demonstrate a high degree of emotional intelligence
- have a sense of humour

Job Description - Teaching

- Producing effective and enjoyable lessons which promote understanding and problem-solving skills
- Showing excellent subject expertise and maintaining knowledge of new GCSE and A level specifications
- Giving sufficient individual attention to ensure that each pupil is achieving his/her full potential

- Liaising with the Learning Development Department / EAL for pupils needing additional support
- Using effective assessment techniques which allow you to have a full understanding of each pupil's attainment and progress
- Delivery of subject lessons that meet or exceeds the teaching standards.
- Using assessment data, including CAT4, ALIS, exam board ERA, GCE and GCSE indicators to help planning for the future and to gauge present performance and target underperformance.
- Communicating with parents and Heads of Division (pastoral) as appropriate
- Keeping complete and accurate records of attainment and progress
- Completing grades and written reports as requested
- Develop and integrate the use of ICT where appropriate in the subject.
- Keeping abreast of academic development, teaching and learning techniques in your subject area. The school focuses upon cognitive strategies in education and these will be adopted and integrated into the teaching and learning in order to encourage independence, flexibility and creativity.
- Taking advantage of training as you deem appropriate for yourself through consultation with the Director of Studies in ways that are consistent with the School Development Plan.
- Assisting in marketing the Department at Open Days and public events etc. to help showcase the work of the department and recruit and retain pupils.
- Contribute to the organisation of extra-curricular, co-curricular and enrichment activities that actively encourage learning in your subject e.g. institute and organise visits, exchanges to Target Language countries, correspondence links
- Adopting whole school policies and national strategies within your subject area.
- Co-operate and take part in any collaborative work with other departments.
- Adherence to and understanding of School Policies with regard to Safeguarding, Health and Safety regulations e.g. risk assessment, KCSIE.
- Contribute to the setting and marking of internal School examinations and those portions of external exams that are internally assessed in your subject.
- Writing and updating subject schemes of work
- The successful candidate would be expected to contribute to the school's extra-curricular programme.
- Attend departmental, staff meetings and training days as required.

The successful candidate will teach Spanish to GCSE and A level.

Salary will be paid on the Beechwood Teachers' Salary Scale according to experience and qualifications.

We welcome applications from experienced and recently qualified teachers. The successful candidate will be provided with excellent CPD and developmental opportunities. The Head of MFL is the line manager for the teacher of Spanish.

Beechwood is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. The School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the DBS.