

JOB DESCRIPTION

CFBL is urgently looking to hear from experienced candidates for a Maths Teacher's post to teach the French Curriculum as the post may become vacant from October 2017.

ROLE: Maths Teacher

REPORTS TO: HEAD TEACHER

As a teacher of Maths, you will be an exceptional classroom practitioner with excellent subject knowledge and enthusiasm for the French language and culture. You will be a fluent French speaker and have knowledge of the French curriculum and understanding of effective teaching and learning styles and of monitoring assessment, recording and reporting of pupils' progress.

MAIN RESPONSIBILITIES:

To contribute to the running and the development of the educational experience within CFBL

To this extent:

- To teach the mathematics curriculum.
- The teacher contributes to and put into practice new material, new educational programmes and examinations.
- He/she ensures the ease of transition between different key stages.
- He/she helps his/her pupils to achieve the objectives of the key stages.

To exercise his/her responsibility within the classroom:

- He/she has mastered (or will have mastered) the fundamental concepts of his/her subject.
- He/she reflects on the social and professional dimension of his/her subject, on its cultural aspects and the way in which it contributes to the education of the pupils.
- He/she has a clear idea of essential knowledge and necessary concepts he wishes to impart, according to the level and age of his/her pupils.
- He/she communicates with colleagues teaching the same and other disciplines as well as with the librarian.
- He/she is responsible for developing oral and written competencies in the pupils.
- He/she keeps himself well-informed as to documentary resources, the ways to access them as well as training resources which can aid him in his/her profession.

To know to construct teaching and learning situation:

- He/she is able to conceive, prepare, put into practice and evaluate in a coherent manner the various stages in annual or multiples years teaching projects.
- He/she knows within the framework of the teaching programmes, how to achieve the objectives, taking into account the pupils' prior knowledge and capacities.

- He/she is able to select diverse exercises using different tools and methods, synthesise and evaluate information.
- He/she exploits IT, the library, and any specialist resources.
- He/she is capable of explaining in clear and precise terms to the pupils, the nature of the exercise and the manner in which it will be evaluated. At the same time he/she listens and responds to the needs of each pupil.
- He/she is able to evaluate in such a way so that the pupil is able to learn from this and establish his/her objectives.
- He/she discusses his/her teaching techniques with his/her colleagues on an informal and formal basis (e.g. "Conseil d'enseignement", inspection).

Discipline in the Classroom:

- The teacher is responsible for creating within the classroom conditions favourable to the success of all pupils.
- He/she inspires learning by encouraging active participation in class.
- He/she ensures that pupils respect the rules of the classroom.
- He/she is aware of tensions within the classroom and exercises his/her authority with fairness.
- He/she encourages pupil participation without losing sight of his/her objectives.
- He/she encourages team work.
- He/she encourages in pupils a sense of responsibility, respect for one and other, creativity and independent learning.
- He/she is flexible and prepared to change the course of his/her lesson if necessary.
- He/she enables pupils to take control of their progress.
- He/she varies his/her teaching methods and level of his/her voice to maintain interest.
- He/she is conscious of the fact that he/she is a role model to the pupils in terms of his/her behaviour and attitude.

To exercise a sense of responsibility with in the School:

- The teacher is under the authority of the Head teacher.
- The teacher is obliged to take into consideration the ethos of the school and its pupils; the structure, the rules and the workings of it.
- He/she is prepared to work in a team and to carry out projects with the other members of staff, in an atmosphere of cooperation and harmony.
- He/she is aware of the school development plan and within this his/her duty to enhance the children's notion of citizenship.
- He/she understands the importance of the school policies and how to transmit this to the pupils; in particular the health and safety policy, which the pupils will need to abide by.
- He/she will establish constructive dialogue with families, informing them of the teaching objectives. He/she will discuss the pupil's performance and work collaboratively to achieve the pupil's potential.
- He/she will establish constructive dialogue and follow-up sessions with other teachers.

The teacher will also:

- Be aware of and comply with policies and procedures relating to child protection, health and safety, security, confidentiality and data protection. Reporting all concerns to the appropriate person.

- Attend and participate in meetings as required.
- Participate in training, other learning activities and performance development as required

This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the school as may be reasonable expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.

It is a requirement that all staff work in a flexible manner compatible with their jobs and in line with the objectives of the College Français Bilingue de Londres (CFBL). Please note that the job description for this position may be reviewed and amended to incorporate the future needs of the CFBL.

PERSON SPECIFICATION

	Essential Criteria	Desirable Criteria
Qualifications and general expertise	<ul style="list-style-type: none"> • Education Nationale/ Qualified Teacher Status • Proven ability as an excellent teacher 	<ul style="list-style-type: none"> • Further/continued CPD • Qualified to degree level or equivalent
Professional knowledge and expertise	<ul style="list-style-type: none"> • Knowledge of what constitutes successful relationships with children • Ability to devise and implement strategies for engaging all pupils 	<ul style="list-style-type: none"> • Knowledge of the French curriculum and its assessment • Up to date knowledge of child protection policies in schools
Professional Skills	<ul style="list-style-type: none"> • Ability to maintain a positive school ethos with an accent on high achievement and inclusion for all; • Ability to motivate and stimulate pupils of all abilities to enjoy participating in class; • Ability to use initiative to devise imaginative lessons within the curriculum; • Ability to communicate and promote the aims and objectives of the school; • Ability to work well with parents and carers; • Ability to set, achieve and sustain high standards of presentation and self-discipline for the pupils; • Excellent organisational and time management skills; • Ability to communicate effectively (orally and in writing) with a wide variety of people inside and outside the school; 	

<p>Professional Values</p>	<ul style="list-style-type: none"> • Understanding of and commitment to developing links between home, school and the local community; • Commitment to promoting equal opportunities and meeting the educational needs of all pupils by using a variety of teaching strategies; • Commitment to putting pupil outcomes at the core of all aspects and to raising standards; • Commitment to making learning fun; • Commitment to the personal welfare and safeguarding of children. 	
<p>Personal Attributes</p>	<ul style="list-style-type: none"> • Passionate about teaching; • Display warmth, care and sensitivity in dealing with children; • Open minded, and adaptable to changing circumstances and new ideas • Committed and conscientious; • Ability to work calmly under pressure • Willing to be flexible and to work outside school hours as required • Ability to make appropriate judgments over issues of confidentiality 	