



San Silvestre School

Job description - Secondary French Teacher

Post title:

- Part-time French teacher
- Temporary contract, until December 2020

Responsible to: Head of French

Line Manager: Head of French

Internal Relationships: Head of Secondary, Form Teachers

General responsibilities

1. Plan, prepare and teach
2. Setting and marking work, including tests and examinations
3. Manage pupil behaviour and maintain a safe learning environment
4. Demonstrate good subject and curriculum knowledge
5. Set high expectations to inspire, motivate and challenge pupils
6. Collaborate with members of the department to prepare and develop schemes of work, sharing best practice
7. Adapt teaching accordingly, knowing how and when to differentiate to help each pupil reach their potential
8. To promote and safeguard the welfare of pupils in line with the school's child protection and health and safety policies
9. Assess, record and report on the development, progress and attainment of pupils
10. Attend department and whole school meetings online

Technology

- Maintain an understanding of technology and its use in teaching and learning.
- Be a proficient user of Google Suite.
- Use the School supplied technology resources primarily for teaching and learning purposes.

Specific responsibilities

- Teach French to DELF B1 level
- Create and deliver online lessons, working with online platforms available (eg. Google Classroom, Zoom ,meet, hangouts)

Formal Qualifications

- A relevant degree at a good level (essential), or an equivalent qualification, such as DELF C1 diploma

- Recognised teaching qualification, such as PGCE, *Licenciatura* in Education or equivalent (essential)
- Masters or postgraduate qualification in a related subject (desirable)

Competencies required

Excellent subject knowledge

Up to date knowledge of educational developments and issues.

Ability to understand and willingness to be committed to the philosophy and ethos of the School.

Ability to effectively manage one's own time.

Capacity to work unsupervised and use initiative.

Effective interpersonal and communication skills.

Dedicated to improving the lives of young people through education

The ability to motivate and inspire young people through teaching

Excellent classroom management skills

Creative approach to teaching and learning, adapting to the needs of the pupil

Personal Qualities

Effective interpersonal and communication skills.

A team player

Desirable Experience

Ability to speak fluent French (native speaker preferred), English and Spanish.

Teaching experience at IGCSE and DELF B1 DIPLOMA

Other relevant experience

Experience of working with second and third language learners

Other Relevant Information

This Position Description is a guide only and is not intended to be an exhaustive or exclusive list of the duties attached to this position.

San Silvestre School is totally committed to safeguarding the welfare of children and young people and expects the same from its employees.

All new staff will be subject to enhanced pre-employment clearance including identity checks, criminal background checks, qualification checks and employment checks to include an exploration of any gaps in employment.

Three professional references will be sought, at least ONE of which must be from your present employer.

Please send your CV to applications@sansilvestre.edu.pe

Dated: 18.5.2020