



CHELTENHAM COLLEGE

Full-Time Teacher of Spanish (Permanent or Temporary) Cheltenham College



If you would like any further information on the role, please feel free to contact the HR Department at recruitment@cheltenhamcollege.org or on 01242 265670.

The closing date for applications is: **Friday 9th September**,

Early applications are encouraged and we reserve the right to appoint at any point during the recruitment process.

College is committed to safeguarding and promoting the welfare of children and young people in its recruitment and selection of job applicants and expects all staff and volunteers to share this commitment. The successful candidate will be required to undergo an enhanced DBS check.

Message from the Head of Cheltenham College, Nicola Huggett



I am delighted that you are considering a role here at Cheltenham College. I hope that you find this information helpful and we would welcome your application.

The College lies in the heart of one of the country's most beautiful Regency spa towns, only a few short miles from the rural delights of the Cotswolds. This means that as a place to live and work, you truly have the best of both worlds; a cosmopolitan centre with wonderful restaurants, shops and of course, four major cultural festivals a year, in addition to easy access to walks, country pubs and the great outdoors. Having moved to Cheltenham myself just a few years ago, with my husband and four children, I can assure you that there is something for everyone here.

Cheltenham College is a thriving community, with over 1100 pupils from the Prep and Senior Schools combined, cared for by 600 support and academic staff. We have high class facilities for academic development, boarding, sport, music and drama, as well as a truly awe-inspiring chapel. We are a 24/7 operation, working a six-day week with Saturday school. With our focus on full boarding (80% of our pupils are boarders) we are able to get to know our pupils very well and that makes inspiring them in and outside the classroom all the more enjoyable.

As staff, we enjoy the very wide range of activities that our pupils enjoy, with access to wonderful sports facilities for you and your family, a beautiful Common room, full IT provision, a thriving staff consultation committee and many staff social events. You will also have a tailored professional development programme and extensive support from our dedicated HR team.

Whilst we may seem a large organisation, we operate very much as a close community with a family feel. I know that as a new member of staff you will find that our focus lies very much in developing you as an individual. Just as we expect you to go the extra mile for your pupils, we will engage with your own professional and personal development from the start. We will ensure that you enjoy and feel valued in your new role as quickly as possible.

We recognise the time and thought that goes into an application and we will certainly give this our serious consideration. If you have any further questions, the HR department via recruitment@cheltenhamcollege.org will be happy to help.

With best wishes

Nicola Huggett

The Appointment

Cheltenham College is seeking an innovative, imaginative and well-qualified teacher to join the thriving Modern Languages faculty from January 2023. The successful candidate will teach throughout the age and ability range. The successful candidate is required to offer Spanish to A Level. In addition, the ability to offer French or German to GCSE is desirable.

The Modern Languages Faculty has extensive experience in training graduates and NQTs to become excellent teachers; College's mentoring and teacher training program provides a strong framework for those embarking on a career in teaching, or those recently qualified.

The Modern Languages Department

The Modern Languages Department is housed in Thirlestaine House, a Grade One listed building. The department is staffed by nine colleagues and there are also French and Spanish assistants. Members of staff have their own classroom with a large screen and Apple TV and each teacher has a College MacBook and iPad. All pupils have their own laptops / tablets that they can bring to lessons for work on the wireless network, and there is a class set of iPads for examination use. An interest in the application of ICT to teaching and learning in Modern Languages would be a benefit to candidates.

French, German and Spanish are taught to GCSE and A Level. On entry to the Third Form (Year 9), pupils take two modern languages: one is a continuation language (usually French) and the other is an *ab initio* language (Spanish, German or French); the exception being overseas pupils who will usually follow a course in English as an Additional Language. In the Fourth Form, pupils continue with at least one modern language and have a choice between French, German and Spanish. Many pupils study two Modern Languages courses at GCSE, where the AQA specification is currently used. Several overseas pupils additionally take IGCSE examinations in their native languages.

Pupils regularly travel abroad either as part of a departmentally organised visit or through private arrangements. There are trips planned to Salamanca and Bordeaux in 2022-2023. Pupils have taken part in exchanges and Sixth Formers attend courses abroad.

The Post:

A Teacher of MFL at College is responsible, through the Head of MFL, and ultimately to the Head, for the academic performance, organisation and administration of the teaching of Modern Languages to pupils according to a set curriculum. Promotion of the values of Cheltenham College is integral to the role, and it is essential that the successful candidate is a good role model for the pupils and somebody who can prepare them to make a positive contribution to society.

Teaching

The successful candidate will be accountable to the Head of MFL for the quality of his/her teaching, offering opportunities for pupils to develop, along with providing regular feedback on any pupil, staff or organisational issue. They will also show an enthusiasm for the subject, and for the art of teaching. They will take responsibility for a number of classes across the age and ability range of the school, and expectations will, but not be limited to, all of the following:

- Teach a full timetable of Spanish across the ability and age range (currently twenty-seven 40 or 35-minute lessons per week for the College)
- Demonstrate an excellent subject knowledge and show enthusiasm to learn themselves
- They will also be expected to reflect on their own practice to allow personal development; show evidence of an interest in professional and personal development; and participate in the College's PPD professional development programme
- Set and mark work, and provide regular written and verbal feedback to pupils in line with the College and Departmental policies

- Monitor national and international curriculum developments and attend training as offered by the examination bodies; there will be the scope to attend other relevant training courses and conferences
- Assume responsibility for an area of the College curriculum and ensure that the scheme of work is up to date, or another defined responsibility within the department
- Contribute to the Department's Oxbridge and general extension programme
- Play a full role and take an equal share in delivering our trips programme
- Deliver guidance to A Level candidates on the completion of the Individual Research Project
- Communicate with parents over pupil progress both at parents' meetings and via email or telephone when appropriate
- Share resources, and share "best practice" with the rest of the department.

Expectations

Members of Common Room are expected to teach their subject[s], to act as tutors, to be attached to day or boarding Houses, to make a substantial contribution to the co-curricular programme and to support the boarding ethos of the College.

Although hours of work are not specified precisely, the working day begins with a registration period at 8.30am and will often include evening commitments during term times. Members of Common Room are expected normally to be on site throughout the working day and to be available even when they have no formal commitments. Saturdays begin at 8.30 am and all full-time members of Common Room are expected to be in College whether or not they are teaching. There are College and/or House-based activities at weekends in which they are also expected to play a part. Outside of the formal term times they are expected to be in College for College or departmental INSET and to be available to fulfil any reasonable duties.

Chapel is central to College life reflecting its Christian foundation. On weekdays members of Common Room are expected to attend the brief morning service.

Terms and Conditions:

- A full-time teacher has approximately 27 lessons of forty minutes per week and is expected to undertake duties and to play an appropriate part in the co-curricular life of the College
- The College has its own salary scale.
- From 1 September 2022, College is entering a Phased Withdrawal agreement with the Teachers' Pension Scheme. Teachers joining from that date will be offered a generous Defined Contribution Pension scheme and a flexible benefits package which may be taken as additional salary. Further details will be made available to shortlisted candidates.
- Permanent members of the teaching staff are entitled to a substantial reduction in fees for their children.
- Members of staff may use the College sports' facilities (at staff allocated times)
- Subsidised health scheme membership (Benenden)
- Discounts and offers for College staff from local businesses and retailers.

August 2022