

We're looking for a Part-time Spanish Teacher (secondary age) to start Jan 2023

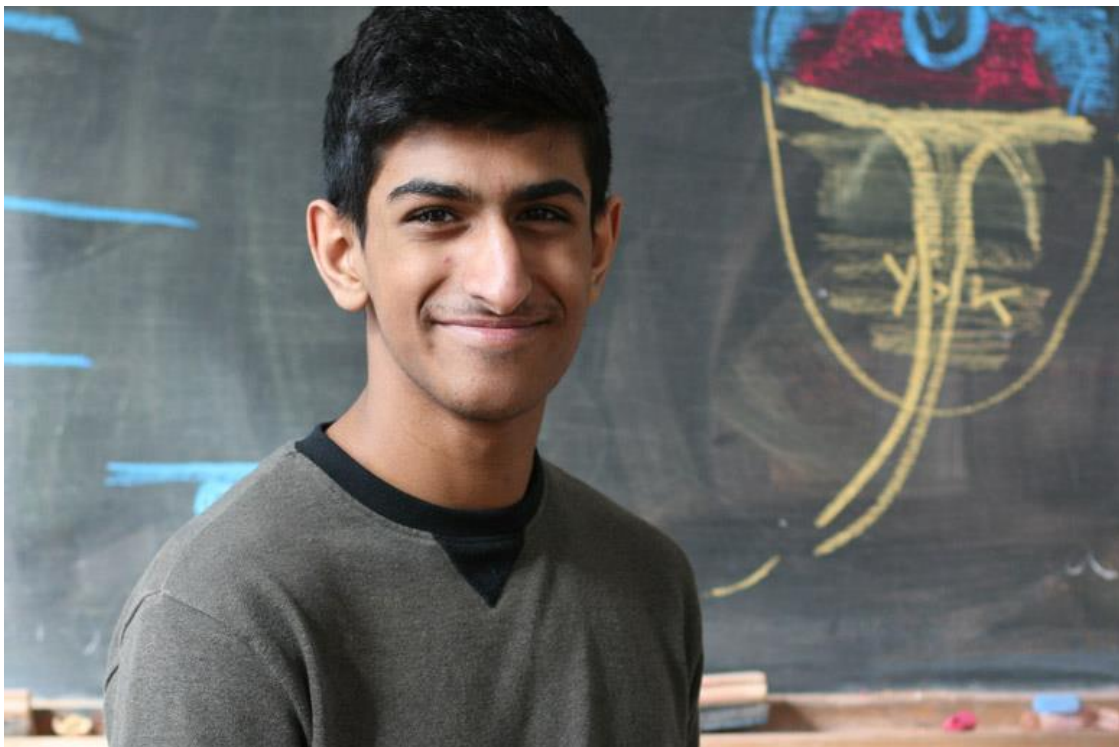
Apply by Friday 4 November

Cardiff Steiner School are looking for a part-time Spanish teacher to bring a creative and enlivened experience of Spanish language and culture to our students aged 14 to 19.

You'll be teaching our small classes of 10-16 students, including students who have opted to take Spanish for our Upper School qualifications (GCSE to A-Level equivalent).

The position currently teaches 4 lessons per week on Wednesday 9.00 to 1.00pm, plus planning, prep, meeting and professional development time. We have an approx 36 week teaching year. The lesson timings may change each year according to the timetable.

Full time salary £27,516 - 14.81% Pro Rata post - actual salary £4,076 (equivalent to £114.50 per morning)



Cardiff Steiner School is committed to safeguarding children and young people, we expect all applicants to uphold this. All candidates must have suitability to work with children and young people, and post holders are subject to a satisfactory enhanced Disclosure Barring Service check.

About you

You'll be fluent in the Spanish language (ideally a native speaker) and have a deep understanding of Spanish culture.

With a track record of successful teaching experience, you'll have the ability to teach and enthuse mixed ability groups of students age 14 to 19.

You'll be interested in Steiner-Waldorf education, and be open to developing your teaching in line with its principles and methods.

You'll be able to develop and deliver Spanish language teaching up to Level 3 (A Level equivalent), and have the appropriate planning and assessment skills to support the delivery of our Upper School Qualification.

We have an experienced team of qualified Steiner Teachers who can support you with this, as well as a supportive professional development programme of peer mentoring and external training and development opportunities.

About us

Cardiff Steiner School is an independent Steiner Waldorf school for boys and girls aged 3 to 18. We offer an inspiring and creative education based on the needs of the whole child - academic, physical, emotional and spiritual. Our distinctive, international curriculum integrates arts and academics into a rich, balanced education that ignites a lifelong passion for learning.

The School offers a full Kindergarten to Class 12 (age 3-18) Steiner Waldorf education. You'll join us on an exciting stage of our journey. Founded in 1997, we opened our first classes in 2012, built upon the firm foundations of 15 years as a successful Kindergarten. From strong roots we've quickly grown, and expanded to Upper School in September 2017 offering the [Certificate of Steiner Education \(NZCSE\)](#) 2020-21 saw our very first Class 12 graduate with the Certificate.

The Certificate is the first international, secondary school qualification to be **fully based on the Steiner curriculum**. It is a valid, alternative secondary school qualification that allows students to progress to further/higher education **free from the restrictions of GCSE and A level curricula** and examinations.

We are a pioneering bunch with an irrepressible spirit who enjoy rising to the challenges and celebrating the joys that a young School brings. Our internationally diverse teaching team includes subject teachers in Bothmer, Music, Handwork, Craft, Games, as well as a team of specialist Upper School Teachers.

We are a small school by design, with a collaborative staff team, supportive families and a strong community spirit. Our teachers are at the heart of our success and we have developed a strong culture of collaboration where staff are valued and your input, enthusiasm and talents will be welcomed and appreciated. You'll have the support and guidance of our Upper School Education Coordinator, and will benefit from a professional development programme of mentoring, peer observation and training in delivery of the NZCSE.

We are a UK Steiner Waldorf School Fellowship Associate School and are fully independent. Please visit our website at www.cardiffsteiner.org.uk to learn more about the School.

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How to apply

Please feel very welcome to contact us to discuss the post on ask@cardiffsteiner.org.uk (029) 2056 7986 (email anytime, phone term-time only).

Please take a look at the Job Description and Person Specification at:

www.cardiffsteiner.org.uk/jobs-spanish-teacher-upper

and complete and return the Application Form and Equality & Diversity Questionnaire to:

Nicola Robinson, Cardiff Steiner School, Hawthorn Road West, Llandaff North, Cardiff CF14 2FL
ask@cardiffsteiner.org.uk

Please either type directly in the forms using Microsoft Word, or print out and complete the forms in black ink.

The recruitment process will involve an interview and observed practice in November 2022.

See Person Specification and Job Description overleaf

Job Description Spanish Teacher

Responsible to: The Spanish Teacher is one of a team of specialist Subject Teachers working in the Upper School Faculty - a team of Teachers carrying responsibility for the Upper School - and with the Lower School Spanish Teacher. The Faculty work with the leadership and support of the Upper School Education Coordinator and Teaching Development Group. The position is accountable through the College to the Board of Trustees.

The role: The primary focus of the post is to hold responsibility for Spanish language teaching and activity in Upper School, and to bring a creative and enlivened Spanish language experience to pupils within the context of the Steiner Waldorf curriculum.

Your duties will include:

1. To teach Spanish subject lessons to students in Upper School (age 14 to 18) which is appropriate to their age, and enables all students to recognise and achieve their potential.
2. To develop and deliver a developmentally appropriate Spanish language Upper School programme that is consistent with the principles and methods of the Steiner Waldorf curriculum and pedagogy; and which delivers the Certificate of Steiner Education (NZCSE) to Classes 10/11 through to class 12/13.
3. To bring or develop a secure understanding of the Steiner curriculum, teaching method and the pedagogical principles that underpin them, and to renew and further this through study, on-going reflection and discussion of classroom practice.
4. To take overall responsibility for each class during Spanish lessons including:
 - Maintaining good discipline and creating a harmonious learning environment where pupils feel safe, happy and can learn effectively
 - Ensuring good work and study habits are developed
 - Using effective assessment and recording to identify pupils' progress and learning needs, and use this to support all teaching and planning, in accordance with School requirements and the requirements of the Certificate of Steiner Education (NZCSE)
 - Ensuring the curriculum is appropriate and inclusive for all pupils, with effective differentiation and support that it is adequately monitored and evidenced
 - Understanding teachers' responsibilities to pupils with ALN and taking ownership of their provision and progress within your subject, through inclusive and reflective practice
 - Preparing and planning your teaching to ensure effective delivery of the curriculum in accordance with statutory and School requirements
 - Planning the delivery of the Upper School curriculum so that appropriate evidence can be collected and marked, and the requirements of the NZCSE be fully met
 - Keeping appropriate records, plans and pupil files, in accordance with statutory and School requirements
 - Liaising with parents on students' progress and as required e.g. Parents Evenings
 - Ensuring that appropriate study materials are available in good time and that homework, when given, is marked and timely feedback provided
 - Managing any subject specific learning environment to a high standard of safety, cleanliness and aesthetics
 - Organising/developing materials and resources for subject use and liaising with those responsible for purchase, keeping within an agreed budget

5. Organising and supervising pupil participation in relevant trips, festivals and other activities as required – this may include developing connections with a school in a Spanish speaking country with a view to establishing pen friend exchanges and possible field trips
6. Liaising with the Education Coordinators, Class Teachers, Subject Teachers and other colleagues to develop a coordinated approach to curriculum and individualised learning
7. Liaising with other agencies and professionals where necessary
8. Working effectively with teaching and support staff, School Management Team and the Administrative Team
9. To attend Teachers' meetings and other meetings as required
10. To review and reflect on your own teaching practice and take part in the School's Teaching Development Programme (observation, mentoring etc.) and take part in the appraisal of your own work performance and assist in the appraisal of colleagues
11. To undertake appropriate preparation, study and training as necessary both for the effective delivery of the curriculum and to advance the school's ethos, principles and objectives; including participating in planned work, study INSET and staff development days, which may be during school holidays or weekends as required
12. To support the school's ethos, principles and objectives and contribute to whole-school activities and school development as required
13. Participating in the admissions process for new pupils including Open Days/events as required
14. To develop an understanding of, and work within, the School's compliance and legal obligations, including The Independent School Standards Wales, and Welsh Government and ALN legislation and guidance, and the Steiner Waldorf Schools Fellowship
15. To be aware of and operate within the School's policies and procedures and to support their implementation including Child Protection, Equality and Diversity and Health and Safety policies
16. To participate in providing shared supervision for break time and cover for absent colleagues as required within contracted hours
17. To uphold the School's commitment to safeguarding and promoting the wellbeing of children and young people
18. To be a good advocate of Cardiff Steiner School at all times in your professional capacity as a member of staff
19. Any other duties reasonably requested by the School. The job description is current but liable to variation to reflect or anticipate changes in the requirements of the post

Person specification Spanish Teacher

Essential

- Proficiency and fluency in the Spanish Language (ideally a native speaker)
- A deep understanding of Spanish culture
- Proven, successful teaching experience
- The ability to teach and enthuse mixed ability groups of students in this age group
- The ability to develop and deliver a Spanish language programme up to Level 3 (A Level equivalent)
- The skills and passion to work creatively with students to support their educational and personal development
- Experience, understanding or an openness to develop your teaching in line with the principles and methods of the Steiner Waldorf curriculum.
- A committed individual with an interest in Steiner-Waldorf education who supports the School's ethos and approach to education

- Planning and assessment skills, or the willingness to develop them with guidance, in order to support students to achieve their potential, and to facilitate them meeting assessment standards in the Certificate of Steiner Education
- An ability to maintain good discipline and behaviour with a consistent, firm but caring approach
- An interest in working with Restorative Approaches in creating and maintaining a positive learning environment
- Good written and verbal communication skills
- Competent IT skills with the ability to use common word processing/spreadsheet applications, and the aptitude to use the School's various online data systems
- An ability to communicate well with colleagues and parents
- An excellent team-worker able to work in a small, collaborative team, and keen to work with colleagues in the continued development of the School and the curriculum
- A positive and flexible approach to working in a new and pioneering context, and the ability to work under pressure
- Self-motivation and imagination
- A track record of being punctual and reliable
- Strong organisational skills and a strong sense of responsibility
- A sense of humour
- Suitability to work with children and young people and a satisfactory enhanced Disclosure Barring Service check. The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.
- Candidates from abroad will be asked to provide criminal records clearance from countries of residence, as well as evidence of eligibility to work in the UK. Candidates must have the right to work in the UK prior to application.

Desirable

- A native Spanish Speaker
- A teaching qualification
- Language teaching experience
- Experience of teaching or working with students in the 14-19 age-range
- Steiner Waldorf teacher training and /or proven, successful teaching experience in another Steiner school; or equivalent appropriate experience
- Graduate or equivalent