



St. Clare's, Oxford
— An International Education —

PART-TIME TEACHER OF FRENCH

from late August 2013

For general background details about St. Clare's please read the **Notes for Job Applicants** and **Additional information for teachers on IB courses** located on the College website—www.stclares.ac.uk/jobs.

The post

This role represents an excellent opportunity for a dedicated teacher of French to teach a timetable comprising primarily their specialist subject at International Baccalaureate level.

This post is for a permanent position as a part-time teacher of French on International Baccalaureate and Preparatory IB courses. The number of hours available will depend on enrolment but is expected to be 8 hours per week i.e. two classes. Standard level classes have 3 hours per week in IB1 and 2.5 hours per week in IB2. Higher level classes (and mixed HL/SL) have 4 hours per week.

French courses offered - The college currently has significant numbers of French native speakers, who take French A, studying literature in the mother tongue at both Higher and Standard level. In addition, many students take French B, studying French as a foreign language, at both Higher and Standard. Though numbers vary from year to year, it is possible that there would be teaching on both courses i.e. literature and language.

Pre-IB students who are native English speakers sometimes elect to take French as a foreign language. Also, Pre-IB students all follow a course in World Literature.

Class size is a maximum of 15, with an average of 9, and the students are invariably well behaved and keen to learn. These are optimal conditions for a teacher to plan and deliver excellent lessons in a supportive and collegial environment. The teaching style of St. Clare's in general aims to combine informality with academic rigour. Small classes are the norm, discussion and a questioning approach are encouraged, and students are expected to acquire self-discipline in the organisation of their work.

Some information on subject content can be found at www.stclares.ac.uk/Choosing-Subjects

Modern Languages department

Currently there are 24 members of the Modern languages department. Two teachers are full time and the other 22 teachers are part-time colleagues. The large number of part-time teachers is a consequence of the many languages St. Clare's offers as either language or literature options. In fact we are unique in the IB world in offering literature studies in so many languages.

Modern Languages subjects are taught in a group of well-appointed classrooms. Each is equipped with a whiteboard, television with DVD player and ceiling mounted digital projector. A Wi-Fi system provides internet access to all classrooms.

Languages in the IB diploma at St. Clare's

The IB Diploma programme requires all students to study two languages, normally their mother tongue and a foreign language. Courses are organised in two Groups, and are offered at Higher and Standard levels. Language A programmes e.g. French A: Literature, requires a high level of linguistic competence and, at Higher level, considerable depth of literary analysis.

The following notes relate to IB programmes offered in French at St. Clare's.

Group 1

Higher and Standard levels are both offered in French A: Literature.

The mother tongue is studied through literature. The aims of the course are to develop students' powers of expression; to promote knowledge of a variety of literary texts; and to develop a range of critical skills. A significant feature of the syllabus is Literature in Translation: the study of texts from other literary cultures.

Assessment comprises a written papers, covering commentary and essay skills; research paper(s) which are internally set and externally marked; and oral tests, including a formal oral commentary (internally set and internally marked).

Group 2

Higher and Standard levels are both offered in French B Language.

The Language B course is a foreign language-learning programme designed for students with previous experience of learning the language, but who have not reached an advanced level of competence. The syllabus is centred on language acquisition and development, through the study of themes. The aims of the course are to help the students to communicate accurately and effectively; to develop a sound linguistic base for further study, work and leisure; and to provide insights into the culture of the language. Considerable freedom is allowed the teacher in devising teaching materials.

Assessment comprises reading comprehension, and a written paper (all externally set and marked), and a range of oral tasks (internally set and marked).

Ab initio, Standard level only offered in Spanish and Mandarin. As the title implies, this course is for students with no significant previous experience of learning the language. However, we don't offer this course in French.

The person

Essential requirements

- relevant degree
- experience of teaching French to IB level (or equivalent)
- be a native speaker of French or of native speaker quality.
- an excellent and innovative classroom practitioner
- willingness to contribute to the life of a busy boarding school
- efficiency, enthusiasm and flexibility

Desirable

- PGCE (or equivalent)
- ability to offer another language to IB and/or Pre-IB level
- experience of working in an international environment
- experience of working with students of different language / educational backgrounds

Terms and conditions

Salaries for full-time teachers are based on the St. Clare's pay scale (in excess of the main professional scale for maintained schools), according to qualifications and experience. For part-time posts, the salary will be hourly paid. This is currently £35.92 per hour including holiday pay for classes with 3 or more students and £30.53 per hour for tutorials, which have 1 or 2 students. Salary is subject to income tax and National Insurance deductions.

The academic year for IB teaching is 35 weeks from the start of September until mid-June (with appropriate breaks that are largely synchronised with local schools). The successful candidate would be expected to teach throughout these weeks. It is highly desirable if s/he could also attend relevant meetings before and after the academic year as well as on occasional Wednesday afternoons.

Classes are timetabled between 09:00 and 16:15, Monday to Friday. A reasonable effort will be made to accommodate the timing of classes to the availability of the teacher.

Teachers are provided with free lunch in the College dining room, during working periods, and when a full meal service to staff and students is being offered.

Professional development – there is a generous professional development budget to allow teachers to keep up to date with educational developments and improve their classroom practice.

Pension - The teacher may be entitled to join the Teachers' Pension Scheme. The teacher's contribution is 7.6-8.0% of pensionable salary.

Life Assurance - If the teacher is a member of the Teachers' Pension Scheme the cover is three times the average salary less any lump sum benefits already paid. The College also provides additional cover of one times the average salary.

Fee reductions of 70% of day fees are offered for staff children attending the College. Children may apply for a scholarship or bursary to cover the remaining 30% of day fees.

Applications

Please apply by completing the **Application Form for Teaching Jobs**, available on the Jobs section of our website. This must include a detailed supporting statement explaining how you would be particularly suited to this position.

To download the form visit the college website – www.stclares.ac.uk/jobs

Also included will be details of three referees to include addresses, email addresses and telephone numbers (please ensure they know they may be contacted and will respond promptly). Note that we reserve the right to contact any of your previous employers.

Please send your application to:

to Tom Walsh, Vice Principal
St. Clare's, Oxford
139 Banbury Road
Oxford OX2 7AL

Email: recruitment@stclares.ac.uk

Closing date: Monday 22 April 2013

Interviews will take place at St. Clare's, Oxford during the week starting 29 April 2013. Candidates who are short-listed for interview must be available to spend a day at St. Clare's during that week.

St. Clare's is committed to safeguarding children and all posts are subject to an enhanced DBS check and satisfactory references.

St. Clare's is a registered charity advancing international education and understanding.