

Department of Education Sport and Culture

Job Description

Job Title: Unqualified or Qualified Teacher of Manx

Status of the post: Limited Term Appointment, Full Time

Salary: Unqualified Teachers Payscale or Teachers Payscale

Purpose of post: To fulfil the duties of a Manx language Teacher

Reporting to: The Manx Language Service Lead

Terms and Conditions of Service

In accordance with the Isle of Man Department of Education, Sport and Culture's Terms and Conditions of Service for Teachers document and within the range of duties set out in that document relevant to the post-holder's title and salary grade. These duties are to be carried out as directed by the Head of Manx Language Service in accordance with and regarding the Department and Manx Language Service policies and procedures.

Relationships:

- The post-holder is accountable to the service lead and deputy service lead of the Manx Language Service.
- The post-holder will liaise with all members of Manx Language Service staff and colleagues in partner schools.

Particular responsibilities:

- Planning, organising and delivering high quality Manx language tuition to pupils from Key Stage 2 to Key Stage 5 in primary and secondary schools throughout the Island in accordance with Manx Language Service expectations.
- Teaching small groups and whole class lessons.
- Reviewing, implementing and creating resources.
- Liaising with primary and secondary school colleagues in support of enrichment activities.
- Keeping appropriate, up-to-date and accurate records of pupil development and progress, in accordance with GDPR policies.
- Providing care and support for pupils in accordance with DESC and Manx Language Service policies and guidelines, ensuring the welfare, discipline, health and safety of pupils as appropriate.
- Acting as a purposeful, inspiring and creative role model for pupils.
- Planning a range of teaching strategies and activities in order to meet the needs of a variety of learners.
- Working with others to plan and co-ordinate work across the Manx Language Service, as directed by the Manx Language Service Lead.
- Keeping up to date with new developments in education and ensuring the curriculum provided reflects the principles of Essentials for Learning.
- Promoting independent learning.

- Fulfilling the requirements set out in the Teachers' Standards document (and/or any other relevant standards which form part of the agreed terms and conditions for teachers in England.
- Liaising with colleagues and working flexibly to ensure maximum reach of the Manx Language Service's offering.
- Developing positive, professional relationships with parents in support of children's learning and reporting to them formally and informally about the achievements of their child(ren) and attending secondary school parents' evenings.
- Contribute positively to maintaining and developing the ethos and values of the Manx Language Service.
- Assist in the promotion of the Manx language where appropriate.
- Work in accordance with the service's vision, mission statement and aims.

Other duties:

- Treat people fairly and equitably, with dignity and respect, to create and maintain a positive and caring culture within the Manx Language Service.
- Support the Manx Language Service Lead in maintaining and developing the good name of the service at all times both internally and externally.
- Reflect critically on own practice and work collaboratively with others to improve, attending INSET and disseminating information to other staff where appropriate.
- Fully implement the policies of the Department of Education, Sport and Culture.
- Reflect the values of the Manx Language Service in day-to-day practice.
- In all teaching, to be fully conversant with and follow the policies of the Manx Language Service and those of partner schools and to implement them in day-to-day practice.
- Participate in the DESC's Professional Development Framework.
- To carry out any other task considered appropriate for this post by the Manx Language Service Lead.

Safeguarding

The Department of Education, Sport and Culture is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All staff are required to undertake training with regard to the safeguarding and welfare of children and young people and the Department commits to providing this training e.g. via induction, on-line, briefings at staff meetings inset days etc., as appropriate.

All staff have a responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact and to adhere to, and ensure compliance with, the Safeguarding Children Board Child Protection procedures and the school/service's Child Protection Policy at all times. If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children School/Service, they must report any concerns to the designated Safeguarding lead in their area or to the department's Child Protection and Safeguarding Officer.

The contents of this job description may be reviewed and updated as necessary to ensure that it remains accurate and complete. All changes will be made in discussion and with the agreement of the Head of Service or designated Office.