



ST JOHN'S
BEAUMONT

HEAD OF LATIN

JOB INFORMATION PACK



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JOB DESCRIPTION

Latin is a particularly cherished subject at St John's; being both well taught and greatly enjoyed by our boys. The Head of Latin is responsible for the continuation and further development of its role in the academic curriculum. High academic standards are essential in a subject that not only possesses its own academic perspective but also because the intellectual skills fostered by the subject can lend a great deal to other academic disciplines. The successful candidate would be an experienced teacher of Latin who is able to teach up to Common Entrance and scholarship level.

The Head of Latin liaises closely with the Director of Studies and other Heads of Department to monitor and develop the academic curriculum, including rigorous marking and assessment procedures. Whilst experience of boys only education is not essential, a willingness to enter fully into the reflection and development of the needs of boys, academically, physically and emotionally is paramount.

The Head of Latin will contribute also to the wider life of the school, including participation in extra-curricular activities and where possible, sport.

The following list is intended to offer a guide to the main responsibilities for the Head of Latin;

- To follow guidelines, policies and school philosophy as laid out in the Staff Handbook and Family Handbook.
- To teach Latin in the school from Year 5 to Year 8.
- To set the standard of teaching and assessment within the Latin Department.
- To liaise with secondary schools regarding future pupils entrance criteria and particularly those preparing for scholarships.
- To deliver school assemblies on a spiritual/linguistic theme as and when invited to do so by the Headmaster.
- To lead and develop whole department policies.
- To support fully the School's aim to provide a relevant and stimulating syllabus that will engage and motivate boys.
- To support fully the life of a Roman Catholic school through organizing subject assemblies and other events that will occur throughout the academic year.
- To share supervisory duties at morning and lunch break and at the end of the day on a rota basis. Ensure that the health and safety arrangements for your department are compliant with current legislation and good practice.
- To cover for absent colleagues, on occasion, during non-contact periods.
- To contribute to the implementation of School policies and procedures.
- To coach boys' games where appropriate. *This condition is discussed in more detail in the first interview and is usually an option for those staff that are keen to pursue such a role.*



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PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
EDUCATION/ QUAL'NS	<ul style="list-style-type: none"> To be educated to degree standard 	<ul style="list-style-type: none"> Degree qualification in Latin or Classics Qualification and/or training that is relevant to the teaching of a Latin To have had experience of working or learning in a Roman Catholic school.
EXPERIENCE	<ul style="list-style-type: none"> Experience of working with children of prep-school age Experience of teaching Latin 	<ul style="list-style-type: none"> Knowledge of Primary or Preparatory School/Education environment (children aged 7 – 13) Experience of leading a Latin department Preparing and working with gifted and talented children Experience of teaching children with mild learning difficulties
SKILLS & ABILITIES	<ul style="list-style-type: none"> To actively support the religious life and ethos of the School To be imaginative and demonstrate flair for teaching in a 'single sex (boys)' classroom environment To possess strong leadership skills To be firm but fair To be a team leader To be an excellent communicator, orally and in writing, with boys, parents and other staff Good time management skills To be willing to play a pro-active role in the development of ICT to enhance teaching. To be discreet and adhere to confidentiality. To have excellent interpersonal skills To be willing to attend courses and conferences 	<ul style="list-style-type: none"> To be able to coach boys' games
PERSONAL QUALITIES	<ul style="list-style-type: none"> To have a sense of humour To be self-motivated To be committed To demonstrate patience and tact To be confident To be flexible, resilient and well-organised 	<ul style="list-style-type: none"> Enthusiasm and willingness to undertake training in relevant areas

All of the above descriptions will be assessed through close scrutiny of each applicant's Application Form, observation of lesson, individual references and throughout the interview process.



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ABOUT THE LATIN DEPARTMENT

Latin and Classics are taught at St John's from Year 5. Boys are first introduced to basic grammatical concepts in Latin before embarking on the Common Entrance syllabus, for which the department has created its own in-house Latin Workbooks.

The study of Latin is valuable for the many connections it forges with modern languages, and for the transferable skills of textual analysis that an understanding of grammar and syntax develops. As part of the syllabus the boys also learn about aspects of Roman life and history and are introduced to some key stories in Greek mythology. Connections are made between these topics and subsequent European history and culture.