

NORWICH STEINER SCHOOL & KINDERGARTEN

Hospital Lane, Norwich, NR1 2HW, 01603 611175

Job Description for the teaching post of: German Language teacher

Safeguarding - Norwich Steiner School is committed to safeguarding and promoting the health, safety and wellbeing of all children and young people in the school, and expect all staff to share that commitment. All appointments whether paid or voluntary are subject to evidence of the person being suitable and appropriate to work with children through our safer recruitment process of application, collection of references and the carrying out of checks through the Disclosure and Barring Service (DBS) and other safeguarding checks as appropriate.

School Vision

The vision of Norwich Steiner School is to provide a Steiner-Waldorf curriculum for pupils from age 3- 19 years of age, with pupils being able to leave the school as balanced, well-rounded and mature young adults, able to pursue their own futures and destinies with confidence and self-belief.

Background Introduction

Norwich Steiner School is a young school. It provides a Steiner Waldorf education for pupils age 3-19 and offers the New Zealand based Level 3 School leaving qualification, the New Zealand Certificate of Steiner Education (NZCSE) to pupils age 16 and above. Whilst the school is now well established, it retains a strong sense of being a 'pioneer' and the atmosphere is open and friendly.

The school operates a combined class system throughout all years.
The school is free from GCSEs and A Levels.

Information about the language teaching vacancy, including key roles & responsibilities

We have six combined-age classes (ages 6-18) that we are looking for a German language teacher for, to teach alongside the other modern foreign language offered in the Lower School, which is French.

Language lessons are generally scheduled for the middle part of the day (10.50-1pm), and on some days in early afternoon (2-2.45pm). Generally, language lessons are on Monday, Wednesday, Thursday and Friday each week, involving approximately 10 hours of teaching time per week.

Our ideal candidate

- May previously have teaching experience of working with groups of pupils of a range of ages
- Have an understanding or a willingness and flexibility to learn what is developmentally appropriate for children at different ages (that is, to teach from Anthroposophy)

- Will be fluent in speaking the language offered (ideally mother tongue) and be competent in the grammar for the language offered (particularly relevant for the upper school German teaching).

More detailed teacher job description

- Teaching of the language lessons according to the principles of education laid down by Rudolf Steiner (as outlined in the book: 'The Educational Tasks and Content of the Waldorf Curriculum').
- Ensure year and term/block plans are produced and available at the school at all times, and that daily lesson plans (or copies) are filed at the school at regular intervals
- Attend a proportion of relevant weekly staff meetings, held outside of school operating hours, to discuss pedagogical and other matters relevant to the school.
- Keep appropriate records and produce individual school reports for parents in good time and in accordance with agreed deadlines.
- Be a good advocate of Norwich Steiner School at all times in your professional capacity as a member of staff.
- Maintain the ambience of the class and its physical surroundings suitable to the tasks to be undertaken.
- Ensure that appropriate study materials are available in good time and that homework, when given, is marked and timely feedback provided to parents where appropriate.
- Communicate clearly and in good time any reasonable requirements for support required (Finance, administration, teaching etc) to the teaching team, management team or the school administrator.
- Participation in workshops and/or training relevant to the running of the school.
- Participation in training/workshops relevant to professional development.
- Familiarisation with and implementation of all school policies.
- Participation in the appraisal of own work performance and assist in the appraisal of colleagues.
- Shared responsibility for supervision of all pupils during playtime (optional, for additional pay at supervision rate).
- Cover for absent colleagues as required. (Optional, for additional pay at supply rate)

Terms & Conditions

The pay is £22.58 per hour (including 12.1% statutory holiday pay) for most classes. The oldest class is studying German as part of the NZCSE qualification and these lessons (approx. 2 contact hours per week) are paid at £31.68/hour due to the additional administration required.

The school does not offer free places for staff children within the School or kindergarten. Staff experiencing financial hardship may apply for a reduced fee via our concessionary fee process which is in place for all children/families.

Statutory sick pay allowances apply.

The school has a work place pension scheme in place, operated by NEST. Staff are automatically enrolled onto the pension scheme when employment commences, but are also given the opportunity to opt out if they choose.