

Job Description

French Language Assistant

Purpose of the Role

The purpose of the role is to support the Modern Languages Department in developing students' confidence, fluency and cultural understanding in the French language through high-quality speaking practice, collaborative teaching and authentic cultural engagement in preparation for A level speaking exams.

Key Responsibilities

- To plan and deliver engaging conversation sessions for students, working with individuals, pairs and small groups under the guidance of the head of department and teaching staff.
- To support students in developing confidence, accuracy and spontaneity in spoken French, particularly in preparation for public examinations.
- To contribute to students' enjoyment of language learning and encourage active participation in oral communication activities.
- To work collaboratively with teachers in lessons where appropriate, including team teaching and supporting classroom activities.
- To support students across a range of abilities, providing encouragement for less confident learners while also stretching and challenging more able students.
- To develop students' awareness and understanding of French culture and contemporary life through authentic materials, discussion and enrichment activities.
- To assist in the preparation and adaptation of teaching and learning resources, including authentic texts, audio materials and online content.
- To contribute to the development of departmental resources and digital learning platforms where appropriate.
- To support students in preparation for French A Level speaking examinations through practice and feedback.
- To assist teachers with monitoring students' oral progress and, where appropriate, contribute to assessment activities.
- To maintain accurate records of student attendance and communicate any concerns promptly to teaching staff.
- To uphold the policies and values of the Trust, contributing positively to the wider life of the department and college community.