

# Friends' School Lisburn



## Teacher of French and Spanish to Advanced Level

Full-time, permanent

Required from 1 September 2026

### General Information

Friends' School Lisburn is a co-educational, Voluntary Grammar School, with an enrolment of 1091 at post-primary level and a further 165 in the Preparatory Department and Pre-Prep. The school was founded by the Religious Society of Friends in 1774 and celebrated its 250th anniversary last year. To mark this milestone, the school opened two legacy projects, an activities trail and an outdoor performance space, and run a programme of events for the wider school community. Friends' has also been granted significant capital funding to develop the school buildings, which will enable the school to enhance provision for future generations.

The school ethos, which is rooted in its Quaker heritage, places an emphasis on the value of each individual and encourages a sense of service to others. The acronym ASPIRE is used to promote the values of Adventure, Sustainability, Peace, Integrity, Respect and Equality, which are based on the Quaker testimonies and are central to the school's identity.

There are currently seven teachers in the Modern Languages Department, and the Head of Department is Kathryn Archbold. All pupils take French throughout Key Stage 3, and either German or Spanish in Years 9 and 10. Languages are a compulsory element of the Key Stage 4 curriculum, and CCEA specifications are followed at GCSE and A-level. Results are of a very high standard. Each classroom is equipped with an interactive Clevertouch board and the use of IT is encouraged throughout the department. Recent work has made extensive use of online resources, including Google Classroom. The Modern Languages Department makes a full contribution to whole-school priorities as outlined in our School Development Plan, particularly in areas where the focus is Learning and Teaching.

Extension activities are considered important, and members of the Department organise trips, including exchanges and home-stay visits, and provide extra-curricular opportunities for pupils in a range of areas. It is expected that the successful candidate will make a full contribution to teaching French and Spanish throughout the school, and will play a full role in supporting the promotion of activities linked to Modern Languages, as well as making an active contribution to the programme of extra-curricular activities offered at Friends'.

All members of staff have a pastoral role and are expected to take a Collect (Form) group and to be able to contribute to different aspects of the teaching of Learning for Life and Work, if required. The professional development of all members of staff is expected, whether through Early Professional Development, PRSD, in-service training or the sharing of good practice.

Completed application forms, which **must not** be altered in length, should be emailed as an attachment to [recruitment@friends.lisburn.ni.sch.uk](mailto:recruitment@friends.lisburn.ni.sch.uk) and completed equal opportunities monitoring forms should be submitted via this [Google Form](#) by **12 noon on Friday 13 March 2026**. Late applications will not be accepted.

Please note that we will communicate with candidates via email regarding shortlisting and interview. It is anticipated that initial interviews will be held during the **week beginning 23 March 2026**, with a lesson observation, if required, for a small number of candidates as soon as possible thereafter.

*Posts involving work with children and young people in educational establishments are subject to the provisions of the Safeguarding Vulnerable Groups (NI) Order 2007. On taking up the post, the applicant must be a registered teacher with the GTCNI. Where an offer of employment is made, the individual offered the post will be expected to meet the cost of the Disclosure Certificate, which at present is £33.*

## Duties

The person appointed will work under the direction of the Head of the Modern Languages Department. In addition to the professional duties of a subject teacher, the person appointed will be required to:

1. Teach French and Spanish throughout the School, including GCSE and A-level.
2. Follow the aims and objectives of the Languages Department and share in the development and implementation of its policies regarding schemes of work, assessment and reporting, classroom organisation and use of resources.
3. Attend departmental meetings and be prepared to play an active role in whole-school curriculum and pastoral developments, and take part in development planning within the Languages Department, working with colleagues in the department on the priorities identified and in self-evaluation.
4. Be aware of, and implement as necessary, developments in the teaching of Languages, taking an interest in the promotion of sustainable development within the school curriculum.
5. Employ appropriate teaching strategies to promote the learning of pupils, including the effective use of IT.
6. Have due cognisance of Health and Safety requirements.
7. Contribute, as required, to the teaching of the Learning for Life and Work (LLW) programme in school.
8. Share in the supervision duties undertaken by all members of staff.
9. Take responsibility for the pastoral care of a Collect (Form) group and work as a team member with the rest of the staff responsible for this year group, carrying out duties linked to the pastoral calendar, and taking part in meetings which relate to the arrangements for pastoral care.
10. Attend parent teacher consultation meetings and communicate with parents in a professional manner in relation to the progress of pupils.
11. Play an active role in the promotion of Languages and ensure that, in line with the priorities of the Careers Department, pupils are aware of career pathways linked to these subjects.
12. Make a regular and sustained contribution to the programme of extra-curricular activities offered at Friends' School.
13. Under the direction of the Principal, carry out any other duties which may reasonably be expected of him/her as a teacher in the school.

The teacher appointed will report to the Head of Department and will be responsible to the Board of Governors through the Principal. Salary will be at the appropriate placing on the main pay spine for qualified teachers.

**Personnel Specification**  
**Post: Teacher of French and Spanish to Advanced Level**

**1. Qualifications**

- Essential* 1.1 An Honours Degree (2:2 or above) in French and Spanish;  
1.2 A teaching qualification in Modern Languages recognised by the Department of Education (NI) for teaching in a post-primary school, as of September 2026;
- Desirable* 1.3 An Honours Degree (2:1 or above) in Spanish and French, or a relevant post-graduate qualification.

**2. Experience**

- Essential* 2.1 Experience of teaching French and/or Spanish to GCSE in a post-primary school (including teaching practice);
- Desirable* 2.2 Experience of teaching French and/ or Spanish in a post-primary school to A-level (including teaching practice);  
2.3 Ability to teach an additional subject at Key Stage 3.

**3. Knowledge and Skills**

- Essential* 3.1 Detailed knowledge of the requirements of the NI Curriculum at KS3 and of the CCEA specifications for GCSE and A-level French and Spanish;  
3.2 Competence in a range of teaching strategies;  
3.3 Proficiency in the use of IT, including for teaching and learning;  
3.4 Good classroom management skills;  
3.5 Detailed understanding of pastoral and safeguarding issues for post-primary pupils.

**4. Personal Qualities**

- Essential* 4.1 Strong organisational skills and the ability to see any task set through to completion;  
4.2 Strong oral and written communication skills;  
4.3 The ability to work as part of a team;  
4.4 The ability to form positive relationships with pupils, and a commitment to supporting their welfare.

**5. Special Factors**

- Essential* 5.1 The enthusiasm and commitment to inspire pupils and to promote Modern Languages throughout the school;  
5.2 The willingness and ability to make a regular and sustained contribution to the programme of extra-curricular activities offered at Friends' School;  
5.3 A commitment to the ethos of Friends' School Lisburn.

*The above are the minimum criteria required for the post. They may be enhanced to enable the appointments panel to draw up a shortlist.*