RSD ROYAL SCHOOL DUNGANNON

Teacher of Modern Foreign Languages at KS3

Temporary (January to June 2027),
part-time (2 days per week, 0.4 FTE)

Information for Applicants

Consider Royal School Dungannon

RSD is an exceptional place. RSD is focussed upon the personal development of young people by honouring the past and preparing for the modern world. There is an expectation that every pupil will always give of his or her best and seek excellence. There is an equal expectation that in seeking excellence each pupil will do so with integrity. The School's motto is 'Perseverando' which might best be thought of as 'achieving excellence through perseverance' or, more simply, 'never give up'.

General Information

Founded by Royal Charter in 1608, the Royal School Dungannon (RSD) is one of Ireland's oldest schools. RSD is a co-educational voluntary grammar and boarding school which has 680 pupils, of whom 56 are boarders, many from overseas. The School is situated in its own spacious grounds in a quiet residential area of the market town of Dungannon, enjoying excellent road links to Belfast and other towns, and also to the Province's main airports.

A recent rebuilding and renovation programme has provided the School with excellent facilities across all subjects as well as superb sporting facilities, including a sports hall and floodlit Astroturf hockey pitch. The curriculum at RSD is a blend of traditional and contemporary subjects and the School returns excellent public examination results each year, with around 90% of pupils entering universities throughout the UK and Ireland.

Dr DA Burnett
Headmaster

Vision, Aims & Values

The school's vision is 'Excellence with Integrity'.
The broad aims of the School are to provide pupils with:

- the opportunity to study a broad curriculum;
- a life-long love of learning;
- opportunities for their personal development;
- a sense of service to others;
- and the courage to be themselves.

RSD is focused upon the personal development of young people by honouring the past and preparing for the modern world. There is an expectation that every pupil will always give of his or her best and seek excellence. There is an equal expectation that in seeking excellence each pupil will do so with integrity.

The School has a broad Christian ethos and this provides a moral compass for our work but no denomination is favoured and all pupils, from whatever background, are warmly welcomed. The School's motto is 'Perseverando' which might best be thought of as 'achieving excellence through perseverance' or, more simply, 'never give up'.

The Modern Foreign Languages Department

The Department is situated in a modern suite of rooms which were constructed as part of the School's rebuild in 2003-04. The accommodation consists of three classrooms, each fully equipped with a desktop computer and a data projector. In addition, there is a departmental resources room and a further small room used by the language assistant. There are three teachers in the Department, including the Head of Department, and each teacher is provided with an iPad and Pencil.

French and Spanish are available to all year groups from Year 8, with equal time allocated to each subject. There is a class in each subject at GCSE level and one class in each subject at A Level. The CCEA examination board is used for both GCSE and A Level and examination results are consistently excellent.

In addition, pupils will have the opportunity to spend time with the language assistant, practising and developing their spoken language in small groups or individually at A Level. There are often trips to both France and Spain with Paris, Barcelona and Salamanca being destinations in recent years. Pupils also have opportunities to attend locally organised Languages and Careers events. Past pupils who have gained good qualifications in languages at RSD have gone on to work in fields as varied as business, education, medicine, journalism and many more.

The Role: Teacher of Modern Foreign Languages at KS3

The successful applicant will be required to teach French and Spanish to Years 8-10, Wednesday and Thursday each week. There are 2 classes of Y8 Spanish and 2 classes of Y9 French plus a Y10 class in each subject.

Main Responsibilities

The School wishes to appoint a temporary part-time teacher of French and/or Spanish to at least Key Stage 3 level.

- To be responsible to the Headmaster, via the Head of Department, for effective teaching and learning in French and/or Spanish
- To teach French and/or Spanish in accordance with School policies and practice and in pursuit of high standards of pupil achievement.
- To contribute to the School's pastoral care system in accordance with School policies and practice.

The duties outlined above are not necessarily a comprehensive definition of the post but are indicative of the general role played by all Assistant Teachers. A full Job Description for Assistant Teacher is available from the school website.

The Role: Teacher of Modern Foreign Languages at KS3

Qualifications and Experience - Essential Criteria
Applicants must at commencement

- Have a good honours degree (2:2 or above) in which French and/or Spanish is a major component or an equivalent qualification
- Be a qualified teacher recognised by the Department of Education for Northern Ireland and the GTCNI
- Demonstrate the knowledge, skills and ability to teach French and/or Spanish to at least KS3 level
- Demonstrate sound subject knowledge and an ability to teach the subject(s) required using a variety of teaching approaches and strategies
- Demonstrate a sound understanding of the Northern Ireland Curriculum
- Demonstrate an understanding of the ways in which children learn and how individual needs may be assessed and met
- Be a team player capable of contributing to the Department's development work and working collaboratively with colleagues
- Demonstrate well-developed planning and organising skills, including time management
- Be committed to making a contribution to the work of the Boarding Department as a member of Day Staff
- Demonstrate a good record of attendance and health

The Role: Teacher of Modern Foreign Languages at KS3

Desirable Criteria Preference may be given to applicants who at commencement

- Have a 2:1 honours degree or higher, or a higher degree in which French and/or Spanish is a major component or an equivalent qualification
- Have experience of teaching French and/or Spanish to Year 8-10 pupils (including teaching practice placement)
- Have experience of promoting French and/or Spanish amongst pupils as a subject to be enjoyed and explored beyond the classroom
- Have experience of teaching able children
- Have experience of using ICT to enhance teaching and learning
- Have experience of leadership, coaching or involvement in one of the School's sports or with the Duke of Edinburgh's Award Scheme
- Are willing to make a commitment to become a Boarding Assistant within RSD Boarding

The Board of Governors reserves the right to enhance the above criteria for shortlisting purposes.

The Role: Teacher of Modern Foreign Languages at KS3

Applications

The completed Application Form should be returned by 12 noon on Wednesday 11th November 2026 addressed to: The Headmaster, The Royal School Dungannon, 2 Ranfurly Road, Dungannon, County Tyrone, BT71 6EG and clearly marked "TMFL26". Application Forms received after the closing time will not be considered.

E-mail submission of Application Forms to lmartin836@c2ken.net before that time will be accepted. In this instance, shortlisted candidates will be asked to sign a copy of their application form at their interview.

Curriculum Vitae must not be submitted.

Applicants should state clearly on their Application Form how they meet the criteria. Those applicants who are shortlisted will be invited for interview during the week beginning Monday 16th November 2026. Specific details about the interview format and structure will be supplied to all shortlisted applicants by Friday 13th November 2026. Applicants who have not received notification of interview by this date will have been unsuccessful on this occasion.

In order to comply with DENI guidelines on Child Protection, shortlisted applicants should bring to the interview:

- original copies of any relevant qualifications and degree certificate(s)
- an original birth certificate and/or marriage certificate (if appropriate)
- a means of photographic identification, such as a passport or driving licence.
- These should be left with the Headmaster's Secretary on the day of your interview.

RSD Boarding Information Sheet

The Royal School Dungannon's Boarding Department is explained in detail in the School Prospectus, which is available for viewing on the School website at: www.royaldungannon.com. This Information Sheet is a guide for prospective applicants for teaching positions and should be referred to when completing the Application Form.
The Boarding Department at RSD is led on a day-to-day basis by the Head of Boarding (HB). The HB is assisted by the Assistant Head of Boarding (AHB), a team of Matrons, the Dilworth Tutors, some support staff and other ancillary staff as well as the RSD teaching staff. In addition to management responsibilities, the HB and AHB contribute a significant portion of all Boarding duties, including morning, evening and weekend duties. The remaining duties in Boarding are undertaken by RSD teaching staff and support staff as explained below.
All teachers at RSD are expected to make a contribution to the Boarding Department and this forms part of every teacher's contract. There are two routes by which that contribution can be made.

1. As a Boarding Assistant
Working under the direction of the Head of Boarding or Assistant Head of Boarding, Boarding Assistants are the backbone of the Boarding Department, performing all duties, including morning, evening and weekend duties. Newly appointed teachers are often required to make a commitment to become a Boarding Assistant and are provided with accommodation free of charge, should they be rostered to stay on any one particular evening. All staff accommodation has recently been refurbished. There is additional payment for all Boarding duties carried out and meals (breakfast, lunch, dinner) are provided.

Boarding Assistants only reside in school when actually on duty. A Boarding Assistant may choose to stay in School and take advantage of the accommodation if available and other services on offer but no duty payment is made in such a case.

Boarding Assistants take charge of Boarding on a rota system and they will have duties before school, at lunchtime, after school and/or an evening duty as well as being rostered for overnight duties when they are "on call". Boarding Assistants work together to enable each other to swap duties as needed.

Duties are made up of various components:
· Saturday or Sunday all day duty running from 8.30am through to 8.30am the next morning.
· Saturday or Sunday support duties (12.30pm – 17.30pm).
· Sleepover Duties (11.00pm to 8.30am including breakfast – ensures there are two staff sleeping overnight in school).
· Prep Duty (5.30pm to 8.00pm).
· Evening Duty (5.30pm to 11.00pm).

Two typical duty patterns over the course of the years are given below showing a variation been duties during the week and at the weekend.

- Example 1 Just over one sleepover per week, with approx six Saturday or Sunday all days duties plus a similar number of support shifts on either a Saturday or Sunday along with a few prep or evening duties. Circa £3,000 per annum
- Example 2 An average of one sleepover per week, with approx twelve Saturday or Sunday all days duties plus approx six support shifts on either a Saturday or Sunday along with a few prep or evening duties. Circa £4,000 per annum

Boarding continued ...

It is not compulsory for Boarding Assistants to supervise the Boarding Department during half term holidays in October and February and the Boarding Department is closed for the two week holidays at Christmas and Easter respectively. Boarding Assistants will be asked to assist in a voluntary capacity where possible with payment at time & a half rates.

Visitors should not be in Boarding Assistants' rooms during school hours nor unaccompanied in the rooms at any time. They must vacate the residential areas and be off the premises by midnight. Boarding Assistants on duty should not entertain visitors during duty hours.

2. As a member of Day Staff who contributes to boarding duties as per the duties rota
All Teaching Staff are expected to contribute to the supervision of boarders after school and in the evening as part of the School's rota of boarding duties, and to augment weekend supervision. Typically, they cover prep for 5-6 evenings across the academic year (excluding Friday) from 5.30 pm - 8.00 pm; or, alternatively, provide support for the TRS on a weekend afternoon. An additional payment is made for evening and weekend duties undertaken.

3. Matrons and other Boarding staff
The Boarding Department is supported by a team of Matrons who are on duty during the day and the evening (until 10.00 pm) and at weekends
Overseas boarders for whom English is a second language benefit from working with a TEFL teacher throughout the week.
There are also a number of Boarding Support staff who contribute to the boarding Rota. Typically these are students or school leavers who have some experience of a residential setting.
In addition, a large team of ancillary staff provide cleaning, laundry and meals under the direction of the School Bursar.
Boarding Assistants benefit from all such support services and staff benefit from the provision of meals when on duty.
The Dilworth Tutors have their own rota and provide support to the staff on duty.

4. Remuneration per annum (subject to annual review)

- The annual figure will fluctuate depending upon the number of duties undertaken by individuals but varies between £2000 and £4000 approx.
- Payment for Boarding Assistant and Support Staff duties is made one month in arrears e.g. September duties are paid in your October salary.
- Car Parking is available for all Boarding Staff when on duty. All Boarding Staff have access to all the School's facilities throughout the week, including the Sports Hall, Fitness suite, Computer rooms, Library, Boarding Wi-fi network, Satellite TV, DVDs, Common Rooms, Sick Bay and Matron.

5. Terms of Service
Boarding Assistants are required to serve for no longer than five years. Boarding Assistants wishing to continue in Boarding after five years of service are welcome to do so.
Boarding Assistants may be released from their duties if a suitable replacement is recruited to the staff. In such a case they would join the Day Staff rota. Two terms' notice is required to allow due time for replacement purposes.

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