

<b>Job title</b>	Community Languages Ambassador
<b>Division</b>	Humanities
<b>Department</b>	Faculty of Medieval and Modern Languages
<b>Location</b>	41 Wellington Square, Oxford, OX1 2JF
<b>Grade and salary</b>	Grade 4.1 (£14.67p/h) plus holiday pay (12.07%)
<b>Hours</b>	<i>Approximately 12 hours per annum (plus travel time)</i>
<b>Contract type</b>	<i>Casual contract</i>
<b>Reporting to</b>	Schools Liaison & Outreach Officer/Director of Schools Liaison & Outreach

## MML Outreach

The Faculty of Medieval and Modern Languages (MML) organises and delivers a range of events and activities for schools, pupils and teachers throughout the academic year in order to achieve our two key aims:

**Aim 1:** To increase the number of students, and the diversity of the cohort, studying Modern Foreign Languages (MFL) at all educational stages from primary school through to university.

**Aim 2:** To increase the number of applicants, and the diversity of the cohort, applying to MML degrees at Oxford.

The Faculty's outreach priorities are informed by data on educational inequalities at Oxford and beyond, collaborations with MFL schoolteachers, and feedback from academics, student ambassadors, and other outreach practitioners across the university. We work collaboratively with colleges and other faculties on [events to increase access](#) and to support Oxford University's [Access and Participation Plan](#).

## Home, Heritage and Community Languages

Research shows that nearly one in five children starting primary school in the UK has a language other than English as their mother tongue.<sup>1</sup> Despite this, 'extra linguistic competence in 'community', 'heritage' or 'home' languages is rarely recognised'.<sup>2</sup> As a Faculty, MML currently has no outreach initiatives which target young speakers of HHCL.

The Oxford Academy (TOA) in Littlemore, along with many (secondary) schools in Oxfordshire and across the country, has a large number of students who speak a home, heritage, or community language (HHCL). The Modern Languages teaching team at TOA are currently trying to offer as many of these students the chance to take a GCSE in their respective language(s) but do not have the capacity or linguistic expertise to offer any bespoke exam preparation support.

In response to this situation, in the 2024-26 academic year, the Faculty will implement a new small-scale outreach pilot scheme with TOA. The aim of this scheme is to support Year 10 and 11 students at the school who are taking a GCSE in Arabic, Polish or Portuguese as a home, heritage, or community language. This will

<sup>1</sup> ['The Power of Languages'](#), AHRC, p.18

<sup>2</sup> ['Language learning: turning a crisis into an opportunity'](#), British Academy

be delivered through a series of after-school sessions led by current MML undergraduate students in the role of Community Languages Ambassadors.

## About the Community Languages Ambassador role

The MML Faculty is looking to recruit three Community Languages Ambassadors, one for each language (Arabic, Polish and Portuguese), to provide regular in-school exam preparation support to the Year 10 and 11 students taking GCSEs in these languages.

Ambassadors will be required to attend an initial online training session with the Faculty's Schools Liaison Officer followed by an in-person training session at the school in October with the MFL Subject Lead to learn about the respective exam specifications. Ambassadors will be paid for both training sessions.

After this, Ambassadors will be required to deliver after-school sessions at TOA twice a term with the small group of students taking their language for GCSE. All session dates will be organised between the school's MFL Subject Lead and the Ambassador at the start of each term. These sessions will involve going over past exam papers with the students and supporting the students to improve their responses to their own practice papers. The aim of these sessions is to increase the students' confidence and preparedness for the exam papers they will sit in the summer. Ambassadors may also be invited to support with the marking of students' mock exams as an optional additional session.

The MFL Subject Lead at TOA will be present for the after-school sessions and will be on hand throughout the academic year to answer any questions and concerns from the Ambassadors via email and in person. Ambassadors will also have the opportunity to contact the Faculty's Schools Liaison Officer for any additional or practical support or to provide feedback via email or during regular 'check-ins'.

## Expected timeline

The below timeline provides an indication of the structure of the new outreach scheme as an example of what Ambassadors can expect. Please note that these dates are not currently fixed and some flexibility from both the school and the Ambassadors will be required.

All dates refer to the 2025-26 academic year.

- September: online ambassador training with Schools Liaison Officer
- Early October: in-school training with TOA Modern Languages Lead
- Late October: after-school session 1
- Late November: after-school session 2
- January: after-school session 3
- January/February: optional mock exam marking (TBC)
- February/March: after-school session 4
- April: after-school session 5 (final)
- May: GCSE speaking exams (Ambassadors not involved)

## Practical details

All work is designed to fit around the successful completion of your undergraduate studying and research. All travel expenses (i.e. bus or occasional taxi where necessary) incurred for attending the in-person sessions at TOA will be covered upfront or reimbursed by the Faculty.

As a Community Languages Ambassador, you will have the opportunity to share your understanding of, and enthusiasm for, modern languages. As well as offering a chance to inspire the next generation of linguists, the role will allow you to demonstrate and develop your personal and professional skillset and experiences, enhancing your CV.

Before starting the role, Ambassadors will be required to complete training that will introduce you to educational inequalities and outreach, inclusive practices, and safeguarding. You will also undergo a Right to Work check as well as an Enhanced DBS check to ensure that you are eligible to work in schools/with young people.

## Responsibilities

- Travel to The Oxford Academy in Littlemore twice a term to deliver in-person GCSE exam preparation sessions for Year 10 and 11 Arabic, Polish, or Portuguese speakers.
- Prepare materials and content (e.g. past exam paper and solutions) for the in-person school sessions as required.
- Attend relevant training sessions organised by the Faculty and the school, and undertake safeguarding procedures, referring matters to the Schools Liaison Officer or MFL Subject Lead.
- Provide regular feedback to the Schools Liaison & Outreach Officer and Director of Schools Liaison & Outreach relating to activities and pupils/teachers' comments.
- Be an ambassador for the University of Oxford, the Faculty's Modern Languages courses, and for the study of languages generally.

## Selection criteria

### Essential

- Studying Arabic, Polish or Portuguese as part of an undergraduate degree at the University of Oxford's Faculty of Medieval and Modern Languages (*Please note that students must be based in Oxford for the 2025-26 academic year to be considered*).
- The ability and willingness to travel to Littlemore twice a term
- A passion for language learning and for encouraging school pupils to engage meaningfully with languages

### Desirable

- An aptitude for teaching and some experience of teaching/mentoring young people
- An ability to be resilient in challenging situations
- Strong organisational and time management skills
- An understanding of and a desire to help challenge the structural inequalities at Oxford University and within MFL departments in UK schools

## Final details

The deadline for applying to this role is **Friday 5<sup>th</sup> September at midday**. Applications should be submitted via an online form, which can be found [here](#). In the form, candidates are asked to provide information about their motivations and suitability for the role. Shortlisted applicants may be invited to attend a short, informal chat via MS Teams with the Schools Liaison & Outreach Officer.

Please get in touch with Nicola Brown at [schools.liaison@mod-langs.ac.uk](mailto:schools.liaison@mod-langs.ac.uk) if you have any questions.