

**POSITION TITLE:** Teacher - IB English - Diploma Programme

**QUALIFICATIONS:** A Collegiate or Postgraduate Professional license and endorsed in to teach high school in the subject to be taught. Excellent oral and written communications, presentation, public relations and parent liaison skills are essential. Must have knowledge of and experience with creative, innovative, nontraditional teaching strategies and ability to be flexible in your teaching style. Must have considerable experience creating an academic environment that will motivate students at different levels of learning and the ability to make learning student-centered. Must possess an understanding of the skills and processes outlined in the Virginia Standards of Learning (SOL) and have the ability to integrate them into the International Baccalaureate (IB) curriculum. Must have considerable experience preparing course outlines, syllabi, and developing curriculum to specifications. Must be willing to spend additional time after regular class hours to attend meetings, workshops and staff development activities and required IB training. Must be able to demonstrate competency in subject area and familiarity with current and projected new developments in curriculum and methodology. Must have the ability to develop and maintain high standards for self and students and present instruction in an interesting, creative, and innovative manner. Must be willing to teach more than one grade level and work in a cooperative and collaborative manner with the site coordinator, administrators, other teachers, parents, and students. Must be a team player and willing to plan and work with other teachers on a daily basis. Must be proactive, resourceful and willing to share knowledge and resources with team members.

**PERFORMANCE EXPECTATIONS:** International Baccalaureate Middle Years Programme. Works collaboratively with site coordinator and other teachers in program planning and teaching required courses. Integrates teaching guidelines and assessments specified by Richmond Public Schools and IBO. Uses a variety of methodologies, focusing on different approaches to learning, critical, and reflective thinking. Exposes students to a number of different teaching styles, such as formal teaching instruction, whole class activities, individual and group projects, oral presentations and inquiry-based projects. Uses a variety of assessment tools to ensure student success. Helps students to understand how they best learn in each discipline and models skills, attitudes, and actions expected from students. Helps students develop personally and cognitively and actively encourage student creativity stimulating students' curiosity and interest. Provides opportunities for development of international understanding through content delivery and classroom activities. Keep accurate records of activities of students to comply with all IBO specifications. Performs other related duties as assigned.

**GENERAL DEFINITION AND CONDITIONS OF WORK:** Duties performed typically in a school setting. Performs professional work providing teaching and/or training services to students in a specialized subject. Work requires frequent standing, sitting, walking, vocal communication for expressing or exchanging ideas, hearing to perceive information at a normal spoken word level and visual acuity for preparing and analyzing written or computer data.

**REPORTS TO:** Principal

**PAY SCHEDULE:** Teacher Salary Schedule

**LENGTH OF CONTRACT:** 200 Days (9.5 months)

**FLSA:** Exempt