

AISD is committed to the protection of all children and young people from harm. We recognize that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, practices, and activities. We require all staff and faculty applicants to undergo stringent selection and screening processes before being allowed to work with children.

AISD [Child Protection Policy](#)

JOB DESCRIPTION

Title:

Secondary School Humanities (Grade 6-8 Focus)

Job Objective:

Responsible for instructing students on academic lessons and various skills that students need to enter college.

Qualifications:

Education:

U.S. Teaching Certification or Equivalent
Bachelor's degree or equivalent. Master's degree preferred.
International experience is preferred.

Experience:

At least three years of experience preferably in International settings.

Knowledge & Skills:

Innovative Mindset, Collaborative, Flexible, Exhibits the Characteristics of the IB Learner Profile

Employment Arrangements:

Teacher Salary Schedule

Supervised by:

Secondary School Principal

Major Areas of Responsibility:

AISD community members hold each other accountable to these values:

- We are a compassionate, caring, and diverse community.
- We act with integrity and respect.
- We embrace creativity and balance.
- We are proud of diversity and willingness to collaborate.

- Plan and prepare throughout the year for effective instruction within the classroom.
- Provide a classroom environment that is conducive to learning.
- Effectively teach the curriculum.
- Effectively manage each group of students while providing for a variety of learning styles, ability levels, and educational/linguistic background.
- Individualize the content when necessary to meet each student's learning needs.
- Maintain the highest and most appropriate learning expectations of all students at all times.
- Accurately assess student progress.
- Continuously monitor student learning and make appropriate modifications of goals and strategies to meet students' needs.

"Preparing students to become stewards of a just and sustainable world."

- Maintain up-to-date and accurate records of student progress and attendance and classroom supplies and materials.
- Be an advocate for all students and take an active role in the Advisory Program which focuses on the socio-emotional well-being of students.
- Engage parents and students in the learning process through frequent and meaningful communication about student progress.
- Be available to parents and students during and outside of school hours.
- Interact cooperatively with other staff members in the development of cohesive curriculum materials and the establishment of instructional goals.
- Keep current in education through coursework, in-service programs, and by attending professional meetings and conferences.
- Employ technology as appropriate to enhance instruction.
- Engage with the administration in a committed effort to improve one's own instructional skills.
- Engage with students in meaningful activities beyond the classroom which extend learning experiences for students (coaching, organizing field trips, sponsorship of clubs, events, or service learning projects, etc.)
- Abide by all school policies and procedures.
- Act as a positive role model for students.

Assignment of Duties:

Teaching assignments and outside of class duties will be determined by the administration in accordance with school policy. Normally, teachers will have the equivalent of at least one “prep period” and one other non-teaching “duty” period, on average, per day.

Duties Beyond the Classroom:

Classroom teaching is the fundamental responsibility of every staff member. In addition, involvement with students and other staff members in meaningful activities beyond the classroom, especially in the areas of student activities, sports, and clubs, curriculum development, and planning special events, is a vital part of an AISD teacher's job.

Inspired? We certainly hope so. Our team is waiting to hear from you at applyjob@aisdhaka.org. Send us your one-page response to the above, along with your CV, all in one tidy PDF document.

Mission: AISD creates an academic and social environment based on American educational principles. We challenge students from an international community to achieve their potential, become life-long learners and contribute to a changing global society.

Revised: September 2024

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