

## **Job Description: Esol Education Fairgreen International School Teacher**

*Please note that this job description is intended to be an accurate reflection of the job requirements. Management reserves the right to modify, add or remove duties and to assign duties on a day-to-day basis as necessary.*

### **Main Tasks and Responsibilities:**

#### **Teaching and Instruction**

- Using a range and balance of teaching strategies from international schemes.
- Grouping strategies using a variety of different learning situations.
- Viewing students as thinkers with their own emerging theories.
- Building on what students know and their cultural heritage.
- Using a variety of resources representing multiple perspectives.
- Empowering students to feel responsible and to take action.
- Involving students actively in their own learning.
- Pursuing open-ended inquiry and real-life investigations.
- Maintaining constant awareness of the needs of second language learners.
- Addressing the needs of students with different levels and types of ability.
- Preparing students of all ages to embrace internationalism and multiculturalism.
- Using wherever appropriate ICT tools and encouraging students to develop skills of technology relevant to learning in the twenty first century.
- Keeping abreast of the latest developments in one's subject area and related pedagogical research.

#### **Planning & Preparation**

- Planning collaboratively for student learning.
- Planning, based on agreed student learning outcomes in the context of a coherent, school wide programme.
- Involving students in planning their own learning and assessment.
- Planning which builds upon student prior knowledge and experience.
- Planning significant units of inquiry, to be explored in depth.
- Addressing assessment issues throughout the planning process.
- Planning which emphasizes connections among curriculum areas.
- Planning which accommodates a range of ability levels.
- Becoming increasingly aware of the IB curriculum and materials in planning.

### Assessing

- Viewing planning, teaching and assessing as interconnected processes.
- Using a range and balance of assessment strategies.
- Involving students, parents and colleagues in the assessment process.
- Involving students in shared reflection during and at the end of each unit.
- Writing report cards at the end of the first and third term or when a student departs.
- Preparing the assessment material and portfolios for Student Led Conferencing.
- Reporting to parents and involving them in the child's learning.
- Evaluating the programme collaboratively using agreed flexible systems.
- Enabling students to see assessment as a means of describing their learning.
- Assessing the levels of student's current experience and understanding before embarking on new learning.

### Care and safety

- Providing a safe environment for the student at all times, in and out of the classroom.
- Taking care of the moral, social and emotional development of each child in our care.
- Ensuring calm and sensible behaviour is observed at all times through the application of fair and consistent discipline.
- Demonstrating positive attitudes of tolerance, respect and integrity by example in your own behaviour.
- Seeing that equity is observed in our school and not allowing gender or social status to intrude.
- Celebrating multicultural origins and national identities in our community.
- Participating in the after-school activities programme.
- Efficiently carrying out the supervision of duties.

### Professionalism and Staff Development

- Participate enthusiastically in the teacher evaluation programme
- Active participation in professional development based directly upon this job description.
- Actively seeking professional development in any of the above points.
- Having a positive outlook, supporting colleagues and upholding the school principles
- Developing familiarity and awareness of all school policies and procedures listed in the Staff Handbook.
- Additional duties as required by the School Director.

*November 2024*