

Amano Christian School
Position Description of a Secondary Teacher

A. Brief description of position

All teachers are expected to take responsibility for the children, maintaining the standards and ethos of the school at all times in close liaison with the Head Teacher.

B. Main responsibilities

1. To be responsible for teaching to a high standard a class or group in the school as directed by the Head Teacher, always ensuring the Biblical world view is taught as contained in the Amano Christian School Statement of Faith
2. To prepare, review and maintain records of long, medium and short term plans in accordance with the school curriculum and policy for the class or group for which the teacher has responsibility, in order to ensure high standards of pupil attainment
3. To ensure appropriate delivery of the curriculum, including differentiation for the range of abilities of the children for which the teacher has responsibility
4. To monitor, assess, record and report on the progress and attainment of every child in the class or group for which the teacher has responsibility in accordance with school policy
5. To organise the classroom or teaching area in an interesting and stimulating way by appropriate arrangement of furniture, attractive displays of pupil's work and other resources and to assist in maintaining the displays around the school
6. To organise appropriate storage and use of resources, training students to be responsible for any equipment they use.
7. To contribute to the development of school policies and agree to supporting specific curriculum development and responsibility for curriculum co-ordination
8. To contribute to the general wellbeing of the pupils and the ethos of the school by maintaining good behaviour management of pupils in accordance with the school's Behaviour Policy
9. To attend staff meetings
10. To participate in meetings which relate to the needs of the pupils or school as appropriate
11. To safeguard health and safety of pupils whenever they are under the teacher's supervision, whether inside or outside the classroom
12. To perform supervision duties of pupils as required including out of class duties as arranged
13. To carry out any other duties as required by the Head Teacher such as may reasonably be expected, such as leading Secondary assemblies, covering for other staff when they are absent etc.
14. To arrive in good time for lessons each day and remain after school hours as necessary. As a guide on average it is expected that staff will stay on site for an average of 4 hours per week after school for preparation, marking and discussions

C. Accountability

All teachers will be accountable in the first instance, to the Secondary Head Teacher for the educational and emotional well-being of the children. Ultimately all teachers are accountable to the Board of Governors and the Trustees.

All teachers will be accountable to the parents/guardians for the educational well-being of the children in their care.

D. Training, experience and personal attributes necessary or desirable

1. A deep spiritual commitment and confidence in God's call
2. A consistent Christ-like life
3. A love for children and concern for their educational and spiritual needs, especially their need for salvation
4. A recognised degree or diploma in teaching and proven ability to teach of at least 2 years
5. A readiness to encourage children and understand their cultural diversity
6. Ability to be firm and fair when disciplining children
7. Level-headedness in emergencies
8. A sense of humour
9. An ability to work as part of an intercultural team and to take instruction