

JOB DESCRIPTION

JOB TITLE
Specific Subject Teacher

REPORTING TO
Head of Upper School

WORKING HOURS
08.15 – 16.40, Monday to Thursday and 8.15 - 3.40p.m. on Friday.

RESPONSIBILITIES/DUTIES
<ul style="list-style-type: none">• To teach classes according to the curriculum guidelines• To prepare a yearly scheme of work as well as termly and weekly plans for the classes to be taught• To work in conjunction with colleagues to ensure an interdisciplinary approach to learning• To maintain high quality learning within all subject areas.• To design appropriate learning strategies to deliver the curriculum.• To undertake regular training for professional development to update practice and methodology• To participate in staff meetings, training days, parents evenings and school functions according to the published schedule• To supervise, and where possible instruct, students in extra classroom activities such as sports and games, trips and clubs• To participate in regular duties outside lesson times.• To provide cover as and when required by line manager• To set and mark class work/homework according to the schedule• To maintain the safety of all students at all times within the school environment, preparing risk assessments where necessary• To keep records of student progress, and write reports as when required• To undertake any other reasonable requests made by line manager• To offer all students equal opportunities to learn and maintain an environment in which no student is exposed to discriminatory behaviour• To be aware of the responsibilities regarding Health and Safety

PERSON SPECIFICATION

JOB TITLE
Specific Subject Teacher

QUALIFICATIONS	
Essential	Desirable
<ul style="list-style-type: none"> • Full qualified teacher status • Degree level qualifications in the specific subject area 	<ul style="list-style-type: none"> • Design qualifications and experience • Coaching/training qualifications

EXPERIENCE	
Essential	Desirable
<ul style="list-style-type: none"> • Two years experience of learner centred classroom strategies in relevant subject area IELTS level 5-6. 	<ul style="list-style-type: none"> • Two years teaching post qualified teacher status with the appropriate age level/ subject • Experience in international education preferably in IB Programmes

SKILLS	
Essential	Desirable
<ul style="list-style-type: none"> • Native Speaker level in written and spoken English • Ability to teach across the humanities or scientific curriculum • Ability to provide dynamic, motivational, learner centred, interdisciplinary classroom activities • High level of communication, teaching and presentation skills • Strong IT skills • High level of time management skills • Ability to maintain appropriate standard of discipline in classroom • Ability to teach/coach/supervise extra curricular activities • Ability to co ordinate and lead school excursions and trips • Ability to show initiative and contribute new ideas • Ability to self brief in areas of curriculum and new pedagogical developments • Ability to set a high standard of leadership in the classroom 	<ul style="list-style-type: none"> • Bilingual in Arabic and English • Ability to lead and/or facilitate in-house training • Ability to design and deliver papers and workshops at external conferences • Ability to speak other languages

KNOWLEDGE	
Essential	Desirable
<ul style="list-style-type: none"> • Knowledge pertaining to the given subject(s) and age groups to be taught • Understanding of other cultures, especially those of students within the Academy • Understanding of Islam and the workings of an Islamic school • Knowledge of the IBO • Understanding of equal opportunities policies, and the impact that such a policy has on a class of students • Knowledge of mixed culture teaching and learning • Knowledge of a variety of pedagogical approaches, and ability to apply each one as and when required 	

PHYSICAL FITNESS	
Essential	Desirable
	<ul style="list-style-type: none"> • Physically able to teach/ coach/ supervise extra curricular activities

OTHER ATTRIBUTES	
Essential	Desirable
<ul style="list-style-type: none"> • Strong commitment to the IB Programme and philosophy • Strong commitment to bilingualism and biculturalism • Strong commitment to continuing professional and personal development • Strong commitment to promoting the Academy to students, parents, colleagues and others 	<ul style="list-style-type: none"> • Commitment to undertake a language development programme (in Arabic, if not bilingual) through after school courses at the Academy or by other means