



## THE KILMORE INTERNATIONAL SCHOOL Job Description for a Teacher

### Position Title

Teacher

### Nature of Role

This position is a classroom teaching role reporting to the Principal. The basic function of a teacher is one of the development and implementation of curriculum consistent with the philosophy, policy and practice prescribed by the School.

### Main Responsibilities and Accountabilities

#### *Teaching Practice*

The teacher is responsible for:

- Planning a developmentally appropriate educational program which fosters the social, emotional, cognitive, physical and aesthetic growth of each student
- Creating flexible environments that support learning through inquiry, enabling students to engage, reflect, experiment and discover
- Adopting practice that reflects innovation and creativity in design and implementation

#### *Pastoral Care*

Teachers are expected to:

- Care for and undertake a position as a Homeroom teacher/tutor if required, in a way which reflects the School's Vision and Values
- Be sensitive to students experiencing personal, social or organisational problems
- Liaise with colleagues and parents concerning the pastoral group and individual members of it
- Support and participate in the House system

#### *Curriculum and Resource Development*

Teachers are expected to:

- Participate in the creation, development and evaluation of curriculum
- Use existing resources and, where possible, participate in the creation, development and evaluation of resources for the implementation of the curriculum
- Keep up-to-date with curriculum and resource development
- Participate in ongoing professional development and the process of professional review
- Attend appropriate seminars and courses
- Participate in area association meetings as appropriate
- Supervise student teachers and actively participate in their learning

### *Key Relationships*

Reporting to:

- Head of Learning
- Year Level Co-ordinator
- Principal

### *General, Administrative and Other Activities*

Teachers are expected to:

- Attend school, campus and School functions as required
- Conduct parent/teacher conferences
- Attend school, campus and School meetings as designated by the Principal
- Undertake yard and other supervision duties as required

### **Performance Indicators**

Teachers at The Kilmore International School are expected to maintain exemplary practice in the educational enterprise in which they participate. Key features of good practice for a teacher include:

- The provision of high quality curriculum
- The provision of educational opportunities and activities which enable all students to achieve their highest potential
- Excellent collegial relations
- Regular participation in professional development courses and programs
- Effective involvement in the general pastoral care programs and structures of the School

### **Position Requirements: Knowledge and Experience**

- Tertiary qualification in Education
- Registration as a qualified educator
- Knowledge and understanding of the Programmes of the International Baccalaureate Organization
- A proven record of implementing education programs
- Highly developed interpersonal skill