



St Therese
School

JOB DESCRIPTION

Job Title:	Scale A teacher
Terms of Employment:	Primary Teachers' (including Deputy and Assistant Principals' and other unit holders) Collective Employment Contract.
Responsible to:	Principal
Functional Relationships with:	Principal, Senior Management Team Staff, parents, students and parish All school agencies
Primary Objectives:	<i>To work collectively in a full staff team to uphold and support the Catholic Special Character, school tone and policies.</i> <i>To use innovative, creative, and expert teaching and learning pedagogies to promote and enhance the achievement of all students.</i>
Key Tasks:	
To be an effective classroom teacher:	<ul style="list-style-type: none">● demonstrate efficient classroom organisation and management skills● design, develop and maintain educational programmes which are based on Catholic Special Character requirements, the school curriculum and current MOE curriculum statements to meet the needs of all students● demonstrate effective planning, preparation and assessment and the ability to maintain essential records

To meet the requirements of the appropriate level of Professional Standards for teachers:

Indicator	Action
<p>Professional Knowledge</p> <p>Curriculum / learning</p> <p>Assessment theory</p> <p>Treaty of Waitangi</p>	<p>1.1 Demonstrate high level of knowledge and understanding of the pedagogy, beliefs and values driving Curriculum delivery at St Therese Catholic School. Is highly skilled at implementing it.</p> <p>1.2 Is committed to ongoing professional and personal learning to keep up-to-date with educational trends, initiatives and theories</p> <p>1.3 Has extensive knowledge of the NZC, National Standards and the school's curriculum</p> <p>1.4 Participates in learning conversations about student achievement in relation to National Standards with a view to improve practice</p> <p>1.5 Demonstrates knowledge of the Treaty of Waitangi and Te Reo/ Tikanga Maori in classroom programmes</p> <p>1.6 Attend professional development offered by school</p>
<p>Teaching Techniques</p> <p>Planning and preparation</p> <p>Teaching and learning strategies</p>	<p>2.1 Planning well set out and consistent with sound teaching practice</p> <p>2.2 Able to demonstrate flexibility and responsiveness to class interchange requirements and collaborative planning requirements.</p> <p>2.3 Planning sets an example to less experienced teachers.</p> <p>2.4 Uses appropriate technology and resources as tools to enhance teaching</p> <p>2.5 Classroom is well organised</p> <p>2.6 Reflects on teaching with a view to improvement</p> <p>2.7 Teaching strategies are consistent with the school's beliefs and values set out in the charter.</p> <p>2.8 Participates in formative appraisal process.</p>
<p>Motivation of Students</p> <p>Student engagement in learning</p> <p>Expectations that value and promote learning</p>	<p>3.1 Recognise and support diversity amongst individuals and groups (values and likes children)</p> <p>3.2 Engage students in learning (i.e. motivate, coach)</p> <p>3.3 Establish high expectations that value and promote learning, detailed feedback, warm structured, non-authoritarian classroom</p> <p>3.4 Supports colleagues in using sound, positive teaching techniques</p>
<p>Classroom Management</p> <p>Student behaviour</p> <p>Physical environment</p> <p>Respect and understanding</p>	<p>4.1 Comply with requirements of classroom and playground monitoring systems.</p> <p>4.2 Use a variety of positive behaviour strategies and techniques.</p> <p>4.3 Foster and maintain good relationships with all students respecting their individual needs and backgrounds</p> <p>4.4 Provide a safe emotional and physical classroom environment</p> <p>4.5 Provide and maintain a purposeful working atmosphere in classroom, in syndicate wide initiatives including EOTC</p> <p>4.6 Demonstrate a high level of commitment to student welfare across the curriculum</p> <p>4.7 Effectively manage challenging learning environments including EOTC, team wide activities, school-wide activities including assemblies/Masses</p>
<p>Communication</p> <p>Students</p>	<p>5.1 Communicate effectively, openly, honestly and professionally with colleagues.</p> <p>5.2 Provide a variety of appropriate and positive feedback to students</p> <p>5.3 Communicate with families, whanau and caregivers</p>

Colleagues Families	5.4 Share information with colleagues 5.5 Is highly effective at communicating and interacting with students, colleagues and families/whanau
<i>Support for and co-operation with colleagues</i>	6.1 Establish and maintain effective working relationships with colleagues 6.2 Encourage others and participate in school-wide and team – wide co-operative activities 6.3 Support and effectively assist colleagues in classroom practice, team and school-wide events
<i>Contribution to wider school activities</i>	7.1 Contribute to the life of the school by <ul style="list-style-type: none"> ● Meeting the specific requirements of your delegated areas of responsibility ● Being visible and proactive ● Being actively involved in school and focus team meetings as required. ● Being loyal and promote the school charter. 7.2 Assume responsibility for at least one co-curricular activity 7.3 Active involvement in home-school partnership activities

To accept and carry out curriculum responsibilities and delegations

To continue to develop in professional competence as determined through the appraisal process

