New KIS Logo.tif**Kazakhstan International School**

**Teacher Job Description**

SUMMARY

The role of the teacher is to share and implement the Mission and Values of the School for the benefit of the children. The teacher is expected to reflect upon current teaching practice, identify strengths and weaknesses, and set goals accordingly, in order to pursue educational excellence and high standards of learning for the students. The teacher works closely with other teachers and the relevant Programme Coordinator, and reports to the relevant Principal.

GUIDING PRINCIPLES

A teacher at Kazakhstan International School:

* supports and advances the Mission, Vision and ethos of the Kazakhstan International School
* supports student learning and achievement through cooperative effort and best practices
* supports and promotes the curriculum, based upon the IB goals and mission
* supports and promotes internationally minded education
* incorporates current research and best practices into his or her work and decision-making.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The teacher's principal focus is on students' learning and educational advancement, within the context of their class(es) and the school's curriculum. Specifically, the teacher:

* collaborates with colleagues in planning, teaching, and assessing students' learning and outcomes
* models the outcomes and attitudes of the IB among themselves as well as in their classrooms
* concerns themselves with the safety and supervision of allstudents and assumes responsibility when necessary
* values time for research, discussion and ongoing professional development, to support best teaching practices
* adheres to the guidelines set out in the teacher handbook (refer to Faculty Handbook)
* plans effective lessons using curriculum documents, planners, scope and sequence, and curriculum mapping
* creates a safe, stimulating and welcoming environment to promote student-centered, inquiry-based learning
* differentiates to enable all students to fulfil their potential
* creates opportunities for students to assume responsibility for the organization and presentation of their work
* identifies the essential outcomes for each grade, and provides appropriate assessment strategies
* facilitates the whole-school development of student knowledge and skills
* records and provides accurate information on progress to students and parents
* participates in school-wide ICT projects
* is committed to using ICT technology where appropriate
* participates actively in working parties
* performs other tasks and assumes such other responsibilities as may from time to time be assigned by the Principal (e.g. playground duties, school events, after-school activities, etc.).

**QUALIFICATIONS AND CHARACTERISTICS**

It is expected that candidates for this position will be highly qualified educators and well-rounded individuals, with:

* a university degree in the relevant subject area
* a recognized teaching credential or pedagogical degree (e.g. PGCE, BEd).
* fluent English (written and spoken) and excellent communication skills
* a minimum of two years’ teaching experience (preferred)
* experience and training in the IB programmes (PYP, MYP, DP) (preferred, but not essential)
* the ability to work hard as part of a close-knit, supportive team, and demonstrate leadership when required, for the benefit of the students and the school
* willingness to contribute to school life beyond the classroom, e.g. after-school activities, events, and trips
* ability and desire to work collaboratively with a diverse school community and establish a strong rapport with colleagues, students and parents
* enthusiasm, energy, a positive attitude, and commitment to working with children of all abilities
* adaptability and resilience in the face of change and pressure
* initiative in seeking out opportunities for professional and personal development.