



General Studies Teacher Job Description

Education:

- Update and review programmes to meet the Board of Studies requirements
- Deliver lessons that reflect the school programme
- Set and monitor suitable homework as part of the teaching programme
- Undertake assessment and reporting in accordance with school policy
- Liaise with support staff to assist with the needs of all students
- Communicate with parents when necessary
- Assistance with organisation of various events pertaining to senior grades (ie Speech Nights, etc)

Student welfare:

- Implement and re-enforce school's discipline policies
- Take an active role in disciplining students in and out of the classroom
- Act with the student/s best interest in mind at all times
- Liaise with and report to support staff regarding students of concern
- Communicate with parents when needed.

Ethos:

- Be acquainted with the school's ethos as explained in the staff handbook
- Show respect for the ethos in teaching programme and lesson delivery
- Be an active role model for the school
- Ensure that attire is in accordance with the school's ethos and policy
- Ensure that all resources are compatible with the ethos.

Duties:

- Carry out supervision duties as assigned
- Attend and participate in special days and events
- Assist in school camps and weekend programmes from time to time
- Attend staff in-services and meetings
- Assist extra curricular activities
- Always act in a professional manner.