

LOCATION	British School of Guangzhou
JOB TITLE	Secondary Teacher
JOB PURPOSE	To promote the Mission and Core Values of the British School of Guangzhou. Ensure that planning, preparation, teaching, recording, assessment and reports meet the expectations of the school. To actively contribute to wider school development and growth. Demonstrate thorough curriculum knowledge. Demonstrate a proactive approach towards professional development.
REPORTING TO	Head of Secondary
DIRECT REPORTS	Head of Department/Head of Year
KEY AREAS	
Teaching and Learning - Ensure effective teaching and management of classes, groups and individuals so that objectives are met, progress and challenge are maintained and the best use is made of teaching time. - Use teaching methods, which will engage stimulate students' intellectual curiosity, including the use of effective questioning, clear presentation and effective use of resources. - Set high expectations for students' behaviour, establishing and maintaining a good standard of behaviour management in accordance with the rules and behaviour policy of the school. Planning Expectations - Identify clear teaching objectives, content, structures and sequences of lessons appropriate to the educational needs of the students. - Set appropriate, yet challenging expectations for students' learning, building on prior attainment. - Identify students who may require additional support and know where to get help in order to give positive and targeted support. Assessment and Evaluation - To assess student's achievements and progress in accordance with agreed policies and procedures. - Implement formative assessment to evaluate how well learning objectives are/have been achieved and adapt future teaching and learning accordingly. - Mark and monitor students' class and homework providing constructive oral and written feedback. Relations with Parents and the wider community - Prepare and present informative reports to parents in a professional manner. - Facilitate parental engagement by ensuring homework details how parents can assist their children. Managing and Developing Relations within the School - Interact on with academic and administrative colleagues to establish productive working relationships. - To contribute to meetings, discussions and systems to facilitate the smooth running of the school. - Supervise of the work of teaching assistants and participate in their professional development. Managing Resources - Select appropriate resources to support learners in achieving teaching objectives. - Ensure resources are managed appropriately both within classrooms and shared resource areas. Managing own Performance and Development - Understand the need to take responsibility for their own professional development. - Keep up to date with research and developments in pedagogy as relevant to their curriculum area. - Reflect on their own teaching critically and use this to improve their effectiveness.	
Pastoral Duties - Be a form tutor to an assigned group of students. - Promote the general progress and well-being of students and of the Form Tutor Group as a whole. - Liaise with the Pastoral Leader to ensure the implementation of the school's pastoral system. - Register students, accompany them to assemblies, encourage their attendance at all lessons and their participation in other aspects of school life. - Contribute to the preparation of Action Plans and progress files and other reports. - Alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved. - Communicate, as appropriate, with parents of students and persons or bodies outside the school concerned with the welfare of individual students, after consultation with appropriate staff. - Contribute to PSHE and Form Time Programmes according to school policy.	

Extra-Curricular Activities

- Support the life of the school beyond the classroom.
- Lead one or more agreed after school activities each week.
- Participate in residential weeks and other trips as appropriate.
- Contribute to whole school learning initiatives.

Other Professional Requirements

- Have a working knowledge of teachers' professional duties as specified in the school's handbook.
- Operate at all times within the stated policies and practices of the school.
- Inspire trust and confidence in students and colleagues.
- Build team commitment with colleagues and in the classroom engage and motivate students.
- Contribute to the development and / or implementation of school policies, especially the schools four priorities and the Secondary School's priorities.
- Promote the wider aspirations and values of the school.

OTHER. Promote and embodies *The CORE 7 Leadership Capabilities*:

1. **Accountable** – Establishes a high performing culture and accepts accountability for organisational performance.
 2. **Strategic** – Leads opportunity and is committed to continuous improvement aligned with the organisational vision and direction
 3. **Collaborative** – Works collaboratively with others to achieve organisational outcomes
 4. **Entrepreneurial** – Creates organisational value for diverse stakeholders and achieves commercial success
 5. **Enabling** – Drives excellence through valuing and developing others
 6. **Agile** – Achieves personal and organisational success within a changing, dynamic and complex environment
 7. **Resilient** – Demonstrates personal resilience within a demanding environment of high expectations
- Each individual must ensure that they meet their statutory responsibilities and Company policies with regard to Health and Safety, Equal Opportunities and other relevant legislation.
 - A commitment to safeguarding and promoting the welfare of all students.
 - Willingness to undertake appropriate child protection training when required.
 - Any other duties assigned by the Head of Secondary.

MEASURES OF PERFORMANCE

Performance will be measured using a variety of evidence sources including (but not limited to):

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| • Lesson observations | • Quality of written reports |
| • Book checks | • Engagement with wider school life |
| • Use of resources | • Engagement with CPD |
| • Meeting of deadlines | • Quality of ASA provision |
| • Feedback from Line-Managers | • Examination results |
| • PM Objectives/outcomes | • Compliance with School/NAE procedures and policies |
| • Use of assessment data | • Professional behaviours |
| • Quality of planning | • Adherence to School Values |

PERSON SPECIFICATIONS**Qualifications/Training**

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| ▪ QTS/PGCE & a good Bachelor's Degree | Essential |
| ▪ Min. 2 years teaching experience | Essential |

Knowledge/Skills

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| ▪ Experience of A Level or IB, at least 2 years | Desirable |
| ▪ Experience of the English National Curriculum | Essential |
| ▪ Good communication skills | Essential |
| ▪ Competent ICT user | Essential |
| ▪ Familiar with ISAMS | Desirable |
| ▪ Overseas experience | Desirable |
| ▪ Strong CPD record | Essential |
| ▪ Ability to offer a second subject | Desirable |

Personal Attributes	
▪ High levels of personal integrity	Essential
▪ Excellent organisational and time-management skills	Essential
▪ Attention to detail	Essential
▪ Ability to work under pressure and remain calm	Essential
▪ Willingness to take on multiple tasks	Essential
▪ Self-motivated and enthusiastic	Essential
▪ Ability to work independently & collaboratively	Essential
▪ Continually strive for improvement	Essential
▪ Adaptability	Essential

OTHER CONDITIONS

Hold a current Enhanced Criminal Records Bureau Disclosure or equivalent for countries lived in.

Compliance with visa requirements for working in China

At Nord Anglia Education we are committed to providing a world class, safe, happy environment in which children and young people are able to thrive and learn. We are committed to safeguarding and promoting the welfare of all our pupils irrespective of race, ability, religion, gender or culture.

All post holders in regulated activity (having regular unsupervised contact with children) are subject to appropriate national and international vetting procedures including satisfactory criminal record checks from both Country of residence/birth and any Country of residence within the last 10 years.

Dear Applicant,

Thank you for your interest in working at a Nord Anglia Education school.

By joining one of our schools, you will be welcomed into a global community of approximately 9,000 people working together in 47 schools in 18 countries around the world. Together, we educate approximately 45,000 students globally from ages 2 to 18 across China, Southeast Asia, the Middle East, The Americas and Europe.

Each of our schools are unique in character and offer an education tailored to meet the needs of its community. However, all our schools are united by our 'Be Ambitious' philosophy – we are ambitious for our students, our people and our family of schools. This means that we want every student to achieve more than may have ever thought possible which we ensure through personalised learning enhanced with unique global opportunities.

As a fast-growing family of schools, we also offer unique opportunities for you to grow professionally and develop your career. In addition to gaining exceptional experience in our schools, our teachers have access to a wide range of resources and support to enhance their success. We offer every teacher extensive training and resources through Nord Anglia University, our vibrant professional development community. Nord Anglia University connects you to colleagues around the world in our online international staffroom and also provides access to courses, seminars and the support of educational experts.

Through unique collaborations with The Juilliard School and the Massachusetts Institute of Technology (MIT), you will also get unrivalled access to world leading experts in the performing arts and STEAM subjects (science, technology, engineering, arts and maths). Also, our collaboration with King's College London, exclusive to Nord Anglia staff, gives you a chance to earn your Executive Master's in International Education.

You can find out more information about what makes our schools a great place to teach at www.nordangliaeducation.com/careers

Good luck with your application.