



ST. JOSEPH'S INSTITUTION INTERNATIONAL

Classroom Teacher's Job Description

Post: Teacher of Religious Education & Faith Formation

Commencing: Jan 2026

Reporting to: Coordinator of Religious Education

Primary Responsibility:

To provide students with a stimulating, challenging and enjoyable learning experience both in and beyond the classroom, and to offer them the encouragement they need to thrive at SJI International. In developing our faith formation, it would be an expectation that the candidate is committed to Catholicism.

Specific Responsibilities:

Teaching and learning

- Identify and adopt the most effective active, creative teaching approaches for SJII students in line with current best practice and the ethos of our school
- Work with other members of the Faculty to apply consistent standards in the following: curriculum planning and delivery; formative and summative assessment through classwork, homework and formal examination; standardisation and moderation of the examinations process
- Create a stimulating learning environment, including displays of student work
- Teach across the age and ability ranges from Foundation IGCSE (Grades 7&8) to IGCSE (Grades 9 & 10)
- Identify and take advantage of opportunities to use resources offered within and beyond Singapore to take learning outside the classroom
- Adopt strategies and monitor teaching and learning activities to support individuals with SEN/EAL in line with school and faculty policy
- Ensure compliance with all rules regarding health and safety in the classroom
- Set and mark homework regularly in line with school and faculty policy
- Identify and teach study skills/strategies that will develop students' ability to work independently
- Take part in the process and marking of the Extended Essay component of the IB Diploma if a suitable topic arises

Recording and assessment

- Set clear targets for raising achievement
- Collect and record assessment data
- Comply with established systems for identifying, assessing and reviewing student progress
- Develop an understanding of different learning needs and the importance of raising achievement among students
- Attend parent conferences and keep parents informed about their child's progress, both formally through regular assessments

Standards and quality assurance

- Support the aims and ethos of SJII as a Catholic, Lasallian school

- Support the school's established co-curricula programmes
- Set a good example in terms of dress, punctuality and attendance
- Attend and participate in open evenings and student performances
- Uphold the school's behaviour code and uniform regulations
- Participate in staff training and annual performance review
- Attend team and staff meetings

Faith Formation

- Work with staff, students, parents, to enhance and develop the Catholic identity of the school and manage programmes to achieve this goal.
- Assist in the induction of all new staff in the ethos of Catholic education.
- Support the Catholic and Lasallian Identity Committee (CLIC) in coordinating its activities.
- Support the Catholic Parents Group and their weekly study activities.
- Assist the Lasallian Youth group and its various activities through the year.
- Assist student leadership and service organisations in their understanding of faith related issues: International Lasallian Days of Peace (ILDPA), environmental awareness and care for the earth, etc.
- Support Tutors and House Leaders in celebrating and promoting the spiritual dimension of their activities.

Other duties and responsibilities

This is essentially a generic Job Specification for Subject Teachers; **all full time teachers at SJI International are also expected to contribute significantly to the service, sport and activity programmes, to accompany school trips and expeditions and to play a full part in the continued development of a thriving school community.** Most teachers are also expected to take on the pastoral role of **Form Tutor**.