



JOB OVERVIEW

JOB TITLE	Secondary Teacher
ROLE	Academic Position
NEXT REVIEW	July 2026
JOB LOCATION	Bandar Seri Begawan, Brunei Darussalam
GENERAL DESCRIPTION	The Secondary School Teacher will deliver high-quality teaching and learning for students in Key Stage 3 and support the development and implementation of Key Stage 4 curriculum as the school grows. This role is ideal for a dynamic, innovative, and collaborative educator who is passionate about inspiring students and contributing to the growth of the secondary phase.
REPORTS TO:	Vice Principal (Secondary)

PERSON SPECIFICATION

Qualifications & Experience

- PGCE from the UK, Canada, USA, Australia or New Zealand or local equivalent
- Minimum of 2 years of teaching experience in a primary school setting

Person Specification

- Qualified teacher with experience in teaching secondary students.
- Strong subject knowledge and a clear understanding of KS3 and KS4 requirements.
- Experience or willingness to develop KS4 curriculum content and assessments.
- Excellent communication, organisation, and interpersonal skills.
- Commitment to promoting student wellbeing, inclusion, and holistic education

Personal Qualities

- Passionate about teaching and committed to the educational development of secondary school children.
- Patient, empathetic, and supportive.
- Creative and innovative in approach to teaching.
- Organised and detail-oriented.
- Ability to work collaboratively as part of a team.
- Commitment to continuous professional development and school improvement.
- Commitment to safeguarding and equality

PROFESSIONAL ACCOUNTABILITIES

Teaching and Learning

- Plan, prepare, and deliver engaging lessons for KS3 students in [subject].
- Support the design, development, and implementation of KS4 curriculum as the school expands.



- Ensure lessons meet the needs of all students, including those with additional learning needs.
- Use a variety of teaching strategies and technologies to promote active learning and critical thinking.

Assessment and Progress

- Monitor and assess student progress regularly, providing timely feedback.
- Contribute to internal assessments, reporting, and data tracking for both KS3 and developing KS4 cohorts.
- Use assessment data to inform planning and intervention strategies.

Curriculum Development

- Collaborate with the department and leadership team to design KS4 curriculum pathways.
- Maintain subject knowledge and awareness of national curriculum requirements for KS3 and KS4.
- Support cross-curricular initiatives and ensure coherence between KS3 and KS4 learning.

Pastoral and Community Engagement

- Promote the ethos and values of Miftah An-Nur within the classroom and wider school community.
- Support student wellbeing and development, acting as a form tutor or mentor when required.
- Engage with parents and carers to support student learning and development.

Professional Development and Collaboration

- Participate actively in staff meetings, CPD sessions, and school-wide initiatives.
- Collaborate with colleagues to share best practice and improve teaching standards.
- Contribute to the development of innovative approaches to teaching and learning across the secondary phase.

Extracurricular Activities

- Contribute to the wider school community by leading or participating in extracurricular activities and school events.

Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Safeguarding

- Work in line with our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

SPECIAL CONDITIONS

- To perform and carry out additional duties which includes but not limited to attending



Miftah An-Nur

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and participating in school related extracurricular activities, school meetings and functions, outside of normal school hours and school days

Please note that this is illustrative of the general nature and level of responsibility of the role. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Executive Principal.