DOVER COURT
INTERNATIONAL SCHOOL
A NORD ANGLIA EDUCATION SCHOOL

JOB DESCRIPTION AND PERSON SPECIFICATION

LOCATION	**DOVER COURT INTERNATIONAL SCHOOL SINGAPORE**
JOB TITLE	Secondary School Teacher of PE
JOB PURPOSE	Be an outstanding classroom practitioner and team member. Inspire students to be passionate, curious, excited learners.
REPORTING TO	Head of Department/Faculty, Deputy Head Curriculum and Learning, Head of Secondary
KEY RELATIONSHIPS	Progress Leader, SENCO, Learning Support Teachers, NAU /Global Campus Coordinator.
SAFER PRACTICES	**Dover Court International School Singapore is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including references from previous employers in accordance with our safer recruitment practice. Interviews will be conducted in person, and they will explore candidates' suitability to work with children.**

Core Requirements of the Post

In fulfilling the requirements of the post, the Secondary School Teacher will aspire to the highest standards of professionalism and will, in particular:

- Generate excitement and passion for learning in students and the wider school community;
- Inspire trust and confidence in students, colleagues and parents;
- Engage and motivate students to be ambitious for themselves and others;
- Be committed to helping students progress;
- Be committed to high achievement for students of a wide range of language skills, learning dispositions and educational needs;
- Be relentless in the quest for excellence, using achievement and progress data to design challenging learning;
- Use technology effectively in the classroom to enhance learning;
- Strive to develop the quality of students' personal and interpersonal skills;
- Contribute to school improvement in line with the school's strategic plan;
- Contribute to the development of the curriculum;
- Develop and deploy resources efficiently and effectively;
- Promote the school mission and values and those of the NAE family of schools.

Areas of Responsibility and Key Tasks

Planning, Teaching and Learning
Maximise learning by:

- Inspiring students to be passionate, curious, exited learners.
- Setting consistently high standards through the communication of high expectation and positive relationships;
- Develop effective approaches to learning in students;
- Monitoring, evaluating and developing teaching;
- Planning effective teaching programmes which provide exemplary learning opportunities within and beyond the classroom;
- Demonstrate responsive teaching to ensure learning is adapted to suit the needs of students;
- Identifying and supporting individual learning needs, liaising with EAL and Learning Support specialists when appropriate;
- Maintaining high levels of behaviour that encourage learning;
- Effectively promoting home learning and co-curricular learning opportunities;
- Establishing a purposeful and safe learning environment;
- Using technology to enhance and transform learning.

Tracking, Assessment, Recording, Reporting

- Make effective use of assessment, formative and summative, to plan challenging learning opportunities for all students;
- Provide effective, regular feedback to students on learning;
- Collect and use data to enhance teaching and learning and secure student progress;
- Monitor and record student learning to ensure ongoing progress, setting challenging targets;
- Accurately report on progress to students, parents and colleagues, meeting deadlines to support school processes;
- Effectively communicate progress and areas for development in consultations with parents and students.

Student Care and Guidance

- Establish a safe, purposeful learning environment for all students;
- Invest time in establishing the strengths, interests and aspirations of learners to maximise their success in school and contribute to their sense of belonging.
- Ensure that students are supported through challenges;
- Promote the progress and well-being of all students;
- Contribute to the preparation of action plans and other support mechanisms;
- Alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved;
- Communicate effectively with parents and liaise with other staff as appropriate.

Co-Curricular Activities

- Support the life of the school beyond the classroom;
- Lead one (or more) after school activities per week;
- Participate in residential and curriculum trips;
- Contribute to whole school cross faculty learning initiatives.

Other Requirements

- Contribute positively to the morale and community spirit of the school;
- Collaborate effectively in different teams;
- Assist in whole school marketing initiatives and contribute to the growth of the school;
- Operate at all times within the stated policies and practices of the school;
- Maintain an up-to-date knowledge of evidence-based pedagogy;
- Demonstrate agency in identifying and seeking professional learning through a cycle of professional reflection and growth.
- Keep knowledge of wider curriculum developments up to date;
- Undertake professional learning to enhance student learning and well-being as required;
- Meet responsibilities with regard to health and safety, equal opportunities and other relevant legislation and conform to professional and ethical requirements;
- Any other appropriate duties as allocated by the Head of Secondary/School Principal.

Promote and adhere to the Nord Anglia Education vision and values:

- **Opportunity** - for us, opportunities need to be meaningful, about achieving potential and making progress.
- **Impact** - for us, impact is about making a difference. It needs to be immediate, positive and lasting.

- **Leadership** - for us, leadership is about considering the team's needs as well as your own, setting inspiring examples, being supportive and showing real accountability and responsibility.
- **Respect** - for us, respect is about listening, being inclusive, showing tolerance and getting the little things right.

All staff are required to manage effective personal development as part of NAE's commitment to invest in staff as the key resource in the organisation.

Each individual must ensure that they meet their statutory responsibilities and adhere to NAE and school policies with regard to Health and Safety, Equal Opportunities and other relevant legislation.

PERSON SPECIFICATION	
Qualifications/Training	
Qualified to degree level or above.	Essential
Qualified Teacher Status.	Essential
Experience	
Proven track record with at least two years' teaching experience.	Essential
Experience of being part of a highly successful department and school.	Essential
Demonstrated evidence of innovating and adapting curricula to engage children and enable them to perform highly.	Essential
Experience of teaching the IB Diploma Programme or equivalent.	Essential
Experience of the National Curriculum for England and (I)GCSE.	Essential
Experience of working with children for whom English is an additional language.	Desirable
Experience of working with children with additional educational needs.	Desirable
Working in partnership with parents.	Essential

Skills	
Excellent oral and written communication skills.	Essential
Ability to engage children and enable them to perform highly.	Essential
Strong organisational skills and time management.	Essential
Effective use of IT for learning and administration	Essential
Personal Attributes	
Committed to and a role model for the school mission and values	Essential

Passionate about education and young people.	Essential
Evidence of commitment to professional learning.	Essential
Intercultural understanding and appreciation of diversity	Essential
An understanding of the complex and demanding environment of an international school community.	Desirable
Other	
Hold a current Enhanced Criminal Records Bureau Disclosure or equivalent for countries lived in outside of the UK.	Essential
Compliance with visa requirements for working in Singapore.	Essential
A commitment to safeguarding and promoting the welfare of all children and the willingness to undertake appropriate child protection training when required.	Essential