

PE AND SWIMMING TEACHER JOB DESCRIPTION

LOCATION	NAS Beijing
JOB PURPOSE	Teaching PE and swimming in Primary/Middle School
REPORTING TO	Head of PE, Head of Primary
DIRECT REPORTS	Homeroom teachers, Principal
OTHER KEY RELATIONSHIPS	Collaborative Year Level, Section, Division, School Improvement Teams

We are ambitious for our students, our people and our family of schools. We believe that:

- There is no limit to what every person can achieve;
- Creativity and challenge help us get better every day;
- Learning should be personalised;
- Unique global opportunities enhance the learning experience.

The NAE Commitment

At Nord Anglia Education, we work every day to inspire our schools, our students and our employees to be the best they can be, and we are ambitious for them all to achieve more than they thought possible in their personal, social and academic endeavours. Within our family of schools, this aspiration is underpinned by a commitment to always act with **respect, integrity, openness, courage and ambition**. These qualities are the foundation of how we approach our work and roles within NAE and are shared by everyone in our global family.

TEACHER CORE SCOPE AND PURPOSE
<p>Engagement and Interaction – School Ambassador to Internal Community</p> <ul style="list-style-type: none"> ▪ Promotes excellence, equality, collaboration and high expectations for students; ▪ Represents the school’s values in every interaction with students, parents and colleagues; ▪ Acts as an advocate for the school in the wider community.
<p>Learning and Teaching</p> <ul style="list-style-type: none"> ▪ Engages and challenges student learning through questioning and discussion techniques and proven-pedagogical strategies; ▪ Knows where students stand as individuals, responds to their needs and evaluates and tracks progress; ▪ Creates a culture of learning and manages student behaviour to ensure an environment of respect and collaboration.
<p>Planning and Preparation</p> <ul style="list-style-type: none"> ▪ Sets clear instructional outcomes; ▪ Demonstrates expertise in content/discipline with the ability to translate into coherent instruction; ▪ Designs lesson plans, activities and assessments that are aligned to the school’s curriculum and that engage students.
<p>Professional and Personal Development</p> <ul style="list-style-type: none"> ▪ Participates in extra-curricular duties that assist in growing the school programme of opportunities for students; ▪ Contributes to the professionalism of instruction through engagement in PD, sharing best practices and support for colleagues; ▪ Reflects on own practice, open to feedback and dedicated to developing professionally.

NORD ANGLIA EDUCATION TEACHER STANDARDS

Planning, Preparation and Subject Matter Expertise

- Has a well-developed, extensive knowledge of subject specialism and related pedagogy;
- Conceptualises, plans and teaches well-structured lessons and programmes that engage, inspire and stretch students; encouraging them to be ambitious;
- Has high expectations of behaviour, establishes leadership in the classroom and uses a variety of management strategies to ensure effective and productive classes for students.

Students' Progress, Outcomes and Assessment

- Sets high expectations for students; inspiring, motivating and challenging students to achieve excellent progress and ambitious outcomes;
- Demonstrates extensive knowledge and use of informal and formal assessment to refine practice and promote the highest outcomes;
- Adapts and tailors teaching to the needs of individual students, creating a student-centric environment, with independent learners prepared for life in the 21st century.

Professional Conduct and Relationships

- Demonstrates the highest levels of integrity, ethics and standards of personal and professional conduct; deeply committed to her/his own personal and professional development;
- Actively and enthusiastically contributes beyond the classroom in the wider context of the school community;
- Establishes and maintains positive, respectful, ethical and collaborative relationships with students, parents and colleagues.

PE and Swimming Teacher Duties*

The position of PE and swimming Teacher requires the ability, expertise and training to teach across primary to middle school. Additional experience or training in high school and related areas will also be considered a plus.

Knowledge and understanding:

- Either:
 - A)** Chinese teacher has a qualification certificate issued by Department of National Education. Under the guidance of China's New National Curriculum Standards, Chinese PE and Sport Education teachers must make major changes in teaching concepts and teaching methods. They must guide students to learn in practice, learn with individuality, focus on enriching and integrating teaching materials, pay attention on cultivating students' learning interest and transforming student's learning methods, by encouraging students' cooperative learning, to achieve mutual knowledge exchanges.
 - Or
 - B)** Have a detailed knowledge and understanding of the subject of PE and Swimming with experience in national or international curriculum (such as CNC, iPC, iMYC, PYP/MYP/IBDP; IGCSE, British NC or similar)
- Able to guide and support student Sports and Health subject-related questions and facilitate inquiry-based learning in their specialist subject(s)
- Knowledge and understanding for curriculum and assessment development in PE and Swimming and Creative activities.

Planning and setting expectations:

- Identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the students being taught;
- Set appropriate and demanding expectations for students' learning and motivation;
- Set clear targets for students' learning, building on prior attainment and experiences;
- Identify and provide for students who have special educational needs (either in additional foundation learning support or for extending challenging learning opportunities);
- Where applicable, implement and keep records on Individual Education Plans (IEPs);
- Liaise with other subject relevant teams of teachers to determine the learning objectives of learning topics, themes and integrated interdisciplinary tasks;
- Additional tasks will include assisting in development of online resources, administration and PE and Sport applications as well as interdisciplinary course development.

Teaching and managing student learning:

- Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time;
- Use teaching methods especially aligned with inquiry-based learning that keep students engaged, including stimulating students' intellectual curiosity, effective questioning and response, clear presentation and good use of resources;
- Set high expectations for student behaviour, establishing and maintaining a good standard of discipline through well-focused and inspiring teaching and through positive and productive relationships;
- Promote positive behaviour patterns, encourage self-esteem, and improve independent working for students to assist their education and growth.

Assessment and evaluation:

- The assessment and evaluation of swimming courses must be based on the requirements of national curriculum standards, focusing specifically on the knowledge application ability of students on solving practical problems
- Assessment for and of learning in how well learning objectives have been achieved and use this assessment for future learning development tasks and teaching
- Mark, record and monitor student class and homework providing constructive oral and written feedback, setting appropriate targets for student progress
- When applicable, understand the demands expected of students in relation to the national curriculum, international standards and alignment.

Relations with parents and wider community:

- Know how to prepare and present high quality informative and appropriate reports to parents;
- Recognize that learning takes place outside the school context and provide opportunities to develop student understanding by relating learning to relevant, authentic, real and context related examples;
- Understand and act upon building effective relationships with school agencies and partnerships beyond the school.

Managing own performance and development:

- Understand the need to take responsibility for their own professional growth and development and to keep up to date with research and developments in pedagogy and in the courses they teach;
- Understand their professional responsibilities in relation to school policies, guidelines and practices;

- Set a good example to the students they teach in their presentation and their personal conduct;
- Evaluate their own teaching critically and use this to improve their effectiveness.

Managing and developing staff and other adults:

- Establish effective working relationships with professional colleagues, such as, co-teachers, specialist teachers and associate staff to ensure a high quality and engaging professional learning community.

Managing resources:

- Select and make good use of books, equipment, IT and other learning resources that enable teaching and learning objectives to be met;
- Assist in maintaining an up to date learning resources and materials inventory including classroom hardware and software

*NAS Beijing recognises the special contribution our teachers make to our community and especially in regard to duties other than teaching. Please note that all teachers at NAS Beijing participate in duties other than teaching. These duties include roles and tasks as home room teacher, before and after school bus and campus grounds, boarding house study support, play and general facility areas during break times, team and faculty meetings, professional development, school improvement workshops and projects, and support for school community development events such as Open Days and Presentations. These duties are all fairly accounted for in the day to day teaching load assignments. Teacher preparation time is carefully protected to ensure responsible and appropriate professional duty of care for all teachers and staff.

PERSONAL SPECIFICATIONS - Skills, Knowledge and Experience

<ul style="list-style-type: none"> ▪ At least Bachelor's Degree and Teaching qualification ▪ Minimum of 3 years teaching experience ▪ English speaking 	Essential
<ul style="list-style-type: none"> ▪ International teaching experience ▪ Experience in a bilingual language learning environment ▪ Training or award certificate in swimming 	Desirable

Other

- Hold current ICPC or equivalent for countries lived in outside of the UK;
- Compliance with visa requirements for working in China;
- All Nord Anglia staff make a commitment to safeguarding and promoting the welfare of all students and undertake appropriate child protection training when required.