



مدرسة الياسات الخاصة
Al Yasat Private School

JOB DESCRIPTION

ACADEMIC YEAR 2026-27

Homeroom Teacher
Elementary

1. JOB DETAILS			
Position:	Elementary Class Teacher	Reporting To	Head of Department
Department	Teacher	Section	Elementary

2. SCHOOL MISSION, VISION & VALUES
Mission: Our mission at Al Yasat is to provide a safe, nurturing, educational environment that will enable our students to become lifelong learners. Vision: Al Yasat is an inspirational, leading-edge international school dedicated to nurturing outstanding role models, responsible global citizens and informed leaders of the future. Values: Our values are central to our school life which are Appreciation - Commitment - Cooperation - Excellence - Integrity - Respect - Responsibility. They underpin our curriculum, the way that we teach and they guide how we behave towards each other and the wider community.

3. PURPOSE OF THE ROLE
To plan, prepare and deliver instructional activities in a class environment which is favorable to learning and personal growth and fosters a culture of caring and respect; to establish effective rapport with students; to motivate students to develop skills, attitudes and knowledge needed to provide a good foundation in accordance with each student's ability and curriculum guidelines; and to establish good relationships with parents and staff members.

4. ROLES & RESPONSIBILITIES
Performance Measures: • Establishes appropriate instructional goals and related objectives consistent with the curriculum to achieve desired learning results. • Prepares instructional plans and materials incorporating principles of effective teaching. • Creates, selects or modify instructional plans and materials to accommodate learner differences, learning styles and challenge students' high level thinking skills. • Monitors student understanding and re-teaches as necessary. • Communicates oral and written information effectively. • Maintains an evaluation program of student work and participation that regularly monitors their progress in an accurate and up-to-date manner. • Maintains official grade reports and student performance statistics as prescribed by school policy. • Includes a variety of techniques for monitoring student progress in his or her evaluation program. • This will be evidenced by a combination of some or all of the following: written tests, writing assignments, classroom performance, individual projects, oral reports, daily observations — anecdotal records, individual conferences, common assessments, diagnostic testing, standardized testing, portfolios, etc. • Assesses whether students have met the articulated learning targets grounded in the school's Learning Results with an assessment program that is consistent with teaching. • Analyzes assessment results to refine curriculum and teaching techniques. • Communicates student progress based on assessment results to parents and students on a regular basis. • Establishes and maintains appropriate learner behavior. • Establishes and maintains a classroom climate conducive to learning. • Provides clear, detailed plans for substitutes, aides and other professional or paraprofessional staff. • Adheres to student individual educational plans. • Attends staff meetings, parent evenings and student field trips, productions and serves on staff committees as required.

5. PHYSICAL ENVIRONMENT	
Ensures Students and employee safety at all times. Ability to design the environment by organizing its spaces, furnishings, and materials to maximize the learning opportunities and the engagement of every child.	
6. BEHAVIORAL COMPETENCIES	
1. Planning / Scheduling / Classroom Managing	3. Problem solving / Proactiveness / Imitativeness
2. Communication / Interactions / Collaborations	4. Responsibility / Productivity / Adaptability
7. TECHNICAL COMPETENCIES	
• Possess problem solving skills • Establish & maintain effective working relationships with students, staff, admin team and patrons. • Communicates effectively. • Knowledge of State Core Curriculum & Board of Education adopted guidelines.	
8. OCCUPATIONAL SAFETY & HEALTH (OSH) COMPETENCIES	
• Knows & follows O.S.H. management system & infection control policies and procedures • Knows the tasks and department related hazards, associated risk and existing controls • Responsible for minimizing exposure to incidents of infections/ cross infections of students • Remembers PASS & RACE, location of assembly area, nearest emergency exit, firefighting equipment and medical gasses local shut off valve of relevant area. • Awareness to identify and report incidents, near hazards in timely manner when experience • Attends OSH annual mandatory trainings	
9. KEY PERFORMANCE CRITERIAS	
• Create an effective learning environment through functional and attractive displays, bulletin boards, and interest centers. • Select and requisition books and instructional materials; maintain required inventory records. • Administer group standardized tests in accordance with existing student activities. • Participate in faculty meetings, committees and the sponsorship of student activities. • Maintain professional competence through in service education activities provided by the school, ADEK and through self-selected professional growth activities. • Perform other job duties as required.	
10. EDUCATION & EXPERIENCE	
Qualifications:	QFE 7 Bachelors of education in Primary
Certifications:	Valid teaching license / QFE 6 (Diploma) teaching qualification in Primary
Experience required:	Minimum 2 Years of Teaching experience in the appropriate departments