



MIS TEACHING STAFF JOB DESCRIPTION

TEACHING STAFF AT MIS

Teachers are appointed as Juniors classroom teachers or Whole School or Seniors subject specialists. In the Seniors section of the school, subject specialists will also play a pastoral role as form tutors.

RESPONSIBILITIES

SCHOOL PHILOSOPHY AND STRATEGIC PLANNING

All teaching staff have a responsibility to:

- Ensure that the school mission and objectives are implemented consistently in areas for which they hold responsibility.
- Participate in the development of school mission, vision and values.
- Assist in the development and implementation of the school's strategic plans

CURRICULUM AND PEDAGOGY

Classroom and specialist teachers will:

- Contribute to the development of the school's academic, co-curricular and pastoral curriculum.
- Teach challenging, well organised and differentiated lessons.
- Have well-grounded expectations of learners, designed to raise levels of attainment.
- Plan for progression informed by secure curriculum and subject knowledge.
- Implement a range of assessment techniques, including formative assessment.
- Establish a purposeful and safe learning environment which takes account of all Health and Safety requirements and procedures.
- Participate in the co-curricular programme, enhancing students' opportunities for learning.

MONITORING, FEEDBACK AND COMMUNICATING STUDENT PROGRESS

Classroom and specialist teachers will:

- Provide learners, colleagues, parents and carers with timely and constructive feedback on student attainment, progress and areas for development.
- Use relevant assessment data to inform feedback and reporting.
- Track the progress of their students using relevant assessment data.
- Support and guide students so that they can reflect on their learning, identify progress, set positive targets for improvement while becoming successful independent learners.
- Develop positive relationships with parents to help students move forward in their learning.

PROFESSIONAL STANDARDS AND COLLEGIALLY

All teaching staff will:

- Be committed to appropriate professional development.
- Reflect on the effectiveness of their teaching.
- Have a creative and constructively critical approach towards innovation.
- Reflect upon advice and feedback from colleagues.
- Work as a team member and identify opportunities for sharing the development of effective practice.



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- Participate in rotas, duties and meetings as required.
- Support calendared school functions and events outside of normal school hours as requested by the Head of School.

PASTORAL CARE AND BEHAVIOUR MANAGEMENT

Classroom teachers and secondary tutors will:

- Know their students well.
- Provide a point of reference and support for students assigned to their pastoral care.
- Know and follow the Health and Safety procedures of the school.
- Identify and support students whose progress, development or well-being is affected by changes or difficulties in their personal circumstances.
- Know how and when to refer students to colleagues for specialist support.
- Play a leading role in the coordination of support for the students in their care.
- Participate in the boarding programme, enhancing students' opportunities for personal development and wellbeing.

All teaching staff will:

- Actively apply all school arrangements for Child Protection.
- Manage learners' behaviour constructively, in line with the school's behaviour policy, using a range of techniques and strategies to promote independence, while developing students' social, emotional and behavioural skills.

RESOURCE MANAGEMENT

All teachers will:

- Monitor the allocation of resources and spending in areas for which they are responsible.
- Participate in a consultative process of school budget construction.

OTHER RESPONSIBILITIES

Teachers will also undertake any other reasonable tasks to ensure the effective pastoral care and academic development of their students.