



## Job Description

### Southern International School Hat Yai

**Post title: Teacher of Mathematics**

**Salary range: THB 60,000 gross / month plus benefits.**

**Contract length: Until July 2023 (renewable)**

**Responsible to: Headteacher, Secondary Leader**

**Job purpose:**

- To implement and deliver an appropriately broad, balanced, relevant and differentiated Mathematics curriculum for students.
- To monitor and support the overall progress and development of students as a Teacher/Form Tutor.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

**Teaching role:**

- To undertake a designated programme of teaching across key stages 3, 4 and 5
- Set high expectations so that all students are inspired, motivated and challenged to reach their full potential, and in doing so meet their progress and attainment targets.
- Record assessments in line with school policy and write effective reports on student progress.
- Plan and teach well-structured, differentiated lessons that are aligned to the agreed curriculum and cultivate every student's intellectual curiosity
- Be a role model for students, inspiring them to be actively interested in Mathematics.
- To purchase, manage, maintain and replace Mathematics resources according to a designated budget, keeping accurate records.



- To maintain discipline in accordance with the school procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- Update professional knowledge and expertise as appropriate to keep up to date with developments in teaching practice and methodology, in general, and in the curriculum area of Mathematics.
- Make effective use of technology to enhance teaching and learning. We expect all teachers to be Level 1 Google Educator trained by the end of 2021.



## SIH Job Description: Teacher

<b>Key Aims</b>
<ul style="list-style-type: none"><li>● Make sure children are safe, happy and that they are learning. This involves responding to the needs of the individual child, and helping those who need special help, in order to promote full curriculum access for all children regardless of physical or behavioral challenges.</li><li>● Establish a positive working relationship with other teachers, teaching assistants and administrative staff.</li><li>● Teach the curriculum in line with the school’s policy and procedures.</li><li>● To leave the position in a ‘transparent’ and organised state so that a future teacher can easily step into the role.</li></ul>
<b>Key Tasks</b>
<b>1 – Mission, Vision and Policies</b>
<ul style="list-style-type: none"><li>● Demonstrate a commitment to implement the mission and vision of the school ensuring children are working towards the stated outcomes.</li><li>● Adhere to all policies and procedures stated and referred to in the Staff Handbook and Policy Manual.</li></ul>
<b>2 - Teaching</b>
<ul style="list-style-type: none"><li>● Prepare suitable lessons and homework as per school policy.</li><li>● Keep records of topics taught, including individual lessons where appropriate.</li><li>● Have a sound knowledge of the relevant school, English National Curriculum, IPC and Cambridge International Education (CIE) guidelines as appropriate and use these effectively in implementing a student-centred approach to learning in the classroom.</li><li>● Ensure all assessable work is marked promptly and children are given feedback on how to make further progress.</li><li>● Use a range of teaching approaches appropriate to meeting the needs of the individual child.</li><li>● Provide a stimulating learning environment in the classroom, one that promotes the individual child’s self-esteem and confidence.</li><li>● Establish and consistently maintain effective classroom routines.</li><li>● Establish a good rapport with the children whilst maintaining clear classroom control.</li></ul>
<b>3 - Monitoring, Assessment &amp; Evaluation</b>
<ul style="list-style-type: none"><li>● Monitor, assess and evaluate each child’s learning.</li><li>● Prepare clear, accurate and honest written reports of each child’s progress as required by school policy.</li><li>● Be available to parents and recognise the importance of including parents in each</li></ul>



<p>child’s education, conducting personal interviews as and when required.</p> <ul style="list-style-type: none"> <li>● Maintain records of each child’s learning, and where required, ensure that samples of each child’s work and other appropriate information are maintained in suitable files and are readily available for quick reference.</li> <li>● Demonstrate the ability to evaluate personal performance and make adjustments to provide more effective learning programmes for the children if necessary.</li> </ul>	
<p><b>4 - Professional Development</b></p>	
<ul style="list-style-type: none"> <li>● Demonstrate a commitment to personal development through regular, active participation in professional development activities, both formal (school sponsored INSET) and informal (e.g. participation in policy development, visiting other classrooms, schools etc.).</li> </ul>	
<p><b>5 - Within School Interaction</b></p>	
<ul style="list-style-type: none"> <li>● Behave in an ethical manner and maintain professional relationships with all academic and administrative staff.</li> <li>● Implement school policies on supervising children’s behaviour and welfare.</li> <li>● Work effectively with other members of staff and be punctual in meeting deadlines.</li> <li>● Contribute positively to school meetings.</li> </ul>	
<p><b>6 - School Community Interaction</b></p>	
<ul style="list-style-type: none"> <li>● Maintain personal and professional relationships with members of the local community that are appropriate to a professional standing in the community.</li> <li>● Participate in activities in which the school and wider community interact.</li> </ul>	
<p><b>7 - Administrative Duties</b></p>	
<ul style="list-style-type: none"> <li>● Maintain required records of each child’s assessment, attendance, minutes of meetings, textbooks and resources, accidents, correspondence with parents of children in the class, parental interviews etc.</li> <li>● Supervise the work of any Teaching Assistant / Technician allocated to the class / subject.</li> </ul>	
<b>Line manager</b>	Early Years, Primary or Secondary Coordinator.
<b>Working Hours</b>	7.30 am – 4.00 pm Monday – Friday
<b>Number of working days per academic year</b>	Up to 185 teaching days Up to 10 INSET / teacher preparation days 2 Induction Days (only for teachers starting their first contract) Up to 3 weekend days of INSET and promotional work on behalf of the school per year. Other teacher training days as required by Thai law.