French Teacher Job Description

1. Teaching

Normal teaching load is 20-22 55 minute periods. Their classes will usually be senior classes (Grade 11 & 12) in the international stream. This means overseas students and PNG stds paying the International course fee. These students could be following ACT programme alone or a combined ACTIB programme. PNG citizens will also sit their PNG exams. They may also teach in grade 9 & 10 where students follow the IGCSE programme. Teach extra periods for senior and IB classes where required after school or on Saturdays.

1. Assessment

The teacher is responsible to ensure that all assessment items meet the requirements of all external providers. The ACT & PNG Systems both use continuous internal assessments and so standard of assessment items is important. Also in these systems marks from different strands have to be combined together e.g there will PNG stds following the International Programme and the internal marks generated there have to be combined with the internal marks of the students following PNG only. This has to be done equitably and fairly. The teacher is also responsible for IB Internal Assessments.

The ACT requires moderation of Internal Assessment Instruments and so each year staff have to prepare moderation portfolios of assessment instruments and sample student work which is then peer moderated within the ACT system.

1. Professional Development & Training

The school will provide access to online Cambridge & IB Training where necessary. However, the main requirement here is in the opposite direction. 80% pf our staff are PNG and there PNG Govt has a policy of localisation and so all overseas employees are required to take part in training and professional development of their PNG colleagues.