

## SECONDARY MATHS TEACHER 中学数学老师

### JOB DESCRIPTION 岗位职责

<b>LOCATION 地点</b>	NACIS Shanghai	
<b>JOB PURPOSE 岗位目的</b>	To assume responsibility for teaching Mathematics by following the NACIS curriculum 主要负责诺德安达双语学校数学课程教学。	
<b>REPORTING TO 汇报线</b>	Head of Secondary Maths 中学数学组负责人	
<b>DIRECT REPORTS 下属</b>	None 无	
<b>OTHER KEY RELATIONSHIPS 其他关键合作对象</b>	<b>Internal: 内部</b> <ul style="list-style-type: none"> <li>Grade Leaders, Subject Leaders, Students 年级组长、学科组长、学生</li> </ul>	<b>External: 外部</b> <ul style="list-style-type: none"> <li>Parents 家长</li> </ul>
<b>KEY RESULTS AREA 关键成果领域</b>	<b>PERFORMANCE MEASUREMENT</b>	
<b>LEARNING AND TEACHING 教学</b>		
<ul style="list-style-type: none"> <li>在学科负责人的带领下，能认真研读新教材，研究学生，上好每一堂数学课。能积极主动地参加各个层面的教研活动中。 Deliver every lesson with an understanding of the new textbooks and students, under the leadership of the Head of Secondary Maths. Be able to actively participate in teaching and research activities at all levels.</li> <li>作为数学组团队的一员，能主动参与学科活动中，能与本教研组的成员一起合作，支持和配合数学组学科负责人在设计、贯彻、监管、考核、评估课程等内容上的落实。 As a member of the Secondary Maths team, you can actively participate in the subject activities of various themes, and can work with the teaching members and research group to support and cooperate with the subject leaders of the language group in the design, implementation, supervision, assessment and evaluation of courses.</li> <li>按照要求，定期对学生的数学学习状况进行追踪和评估，包括形成性评估和总结性评估。 Evaluate and track students' learning regularly, including formative and summative assessments, as required.</li> <li>与同教研组的其他数学老师定期进行沟通，持续关注学生在学习上的变化，以便更好地帮助学生。</li> </ul>		<ul style="list-style-type: none"> <li>PMPD</li> <li>Student Attendance Rate 学生出勤率</li> <li>Parent Satisfaction Survey 家长满意度调查</li> </ul>

Communicate regularly with other teachers in the same group and continuously monitor the changes in students' language learning in order to better help students.

- 在学科负责人的带领下，积极参与与其它学科的互动活动，并为学校的大型活动做出贡献。

Under the leadership of the Head of Secondary Maths, actively participate in interactive activities with other subjects and contribute to large-scale activities of the school.

- 与学科负责人就学生的进步或其他问题进行沟通，与外教保持良好的合作关系，确保学生了解、理解并遵守学校规章制度。

Communicate with the Head of Secondary Maths on students' progress or other issues, maintain good cooperation with international teachers, and ensure that students know, understand and abide by school rules and regulations.

- 与家长建立良好的家校关系，从而促进学生成长；向家长介绍学科课程和相关信息；通过各种方式与家长沟通孩子的在校表现。

Establish a good parent-school relationship with parents to promote student growth; Introducing subject courses and related information to parents; Communicate with parents about their child's performance in school in a variety of ways.

- 在需要时在进行代课任务；按时且又质量地完成学校的各项工作，包括各类监管职责；保护学生、家长和同事的隐私；在校内外保持高标准的行为准则，使用符合学校的愿景、使命和价值观。

Cover lessons for other teachers when needed; Complete all aspects of the school's work on time and with quality, including various regulatory duties; protecting the privacy of students, parents and colleagues; Maintain high standards of conduct both inside and outside the school, using practices that are consistent with the school's vision, mission, and values.

## PERSONAL SPECIFICATIONS

- **Qualified teacher in the People's Republic of China and a relevant international jurisdiction**  
具有中华人民共和国教师资格证
- **3-6YR PQE+ Experience**  
3-6年取得资格证明后的工作经验
- **Significant knowledge and experience of teaching Maths domestically in China**  
具有在中国国内从教的知识和经验
- **Significant knowledge and experience of teaching both national and IB courses**  
具有教国内教材和 IB 课程的知识和经验
- **Good communication skills**  
良好的沟通技能
- **Good teamwork skills**  
良好的团队合作技能
- **Understanding of effective teaching and learning theory and practice of providing effectively for the individual needs of all children through classroom organization, differentiation and learning strategies is essential**  
了解有效的教学理论和实践，通过课堂组织，差异化和学习策略有效地满足所有儿童的个人需求 至关重要
- **Ability to work in a close co-planning structure is essential**  
在紧密的共同规划结构中工作的能力至关重要
- **Rigorous use and analysis of data to track progress and identify impact on student Outcomes**  
严格使用和分析数据来跟踪进度,并确定对学生成绩的影响
- **Strong proficiency with Microsoft Word and PowerPoint for producing reports and presentations.**  
熟练使用 Microsoft Word 和 PowerPoint 来制作报告和演示文稿。

- Good cross-cultural, interpersonal and communication skills to interact with diverse nationalities and cultures.  
良好的跨文化、人际关系和沟通技巧，与不同国籍和文化互动。
- Excellent analytical skills – with the passion and drive to demonstrate and quantify success.  
出色的分析能力 - 具有展示和量化成功的热情和动力。
- Results orientated with the ability to consistently map efforts against identified KPIs.  
以结果为导向，能够根据已确定的 KPI 一致地映射工作。
- Excellent time management skills and flexibility in dealing with multi-functional tasks.  
出色的时间管理技能和处理多功能任务的灵活性。
- You'd like to work in a purpose-led sector.  
你想在一个以目标为导向的行业工作。

## PERSONAL ATTRIBUTES

As our teammate, here's what we expect:

- You love being part of a team – it's what gets you up in the morning.
- You'll run it like you own it – you take huge pride in your work and your relationships.
- You're resilient – you'll speak up and speak the truth.
- You get the job done – to outstanding levels of quality, every time and always to the deadline.
- You're humble – you'll know what you're great at and where you're not quite so strong.
- You're a listener – you'll hear what people say so you understand what's being asked.
- You're calm under pressure – you'll keep cool when the going gets tough and know when to slow down your thinking.
- Entrepreneurial – you'll always find opportunities to do things differently and better.

## CREATE YOUR FUTURE

We're [Nord Anglia Education](#), one of the world's largest premium international schools organisations. Every day, our teachers and support colleagues help our thousands of students achieve more than they ever imagined possible.

A transformational education at one of our schools is focussed on excellent academic outcomes, creativity, wellbeing, and international connectedness. Our innovative use of educational technology also creates a personalised, 21st century learning experience for all students, while our global scale means we can recruit and retain the world's best teachers and offer unforgettable events and expeditions.

Our people are empowered to make a difference in their fields of expertise. Our fast pace of growth requires evolution and change from everyone, giving you the chance to define the role you do in the future. This challenges the learning agility of our employees and ensures every day brings interesting new experiences.

Founded in 1972 in the United Kingdom, our first international school opened in 1992 in Warsaw, followed by rapid growth across the world since the 2000s.

When you join our team, you'll become part of a global family of experts working for a fast-growing premium international brand.