

**BUDAPEST BRITISH INTERNATIONAL SCHOOL**

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| **JOB TITLE** | MYP I&S Teacher |
| **JOB PURPOSE** | The role of the MYP I&S Teacher is to deliver engaging MYP I&S lessons to students. |
| **REPORTING TO** | Principal |
| **OTHER KEY RELATIONSHIPS** | Subject Leaders, MYP Coordinator, Principal |



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| **KEY RESULT AREA** | **MEASURES OF PERFORMANCE** |
| The teacher will demonstrate essential professional characteristics, and in particular will be:   * A trusted colleague, who is keen to work hard as a part of a team and an effective learning community; * A practitioner who is student focused and who regularly reflects on their own practice; * A teacher who is keen to improve the quality of students’ learning by contributing wholeheartedly to the learning priorities as identified in the school strategic plan; * A highly effective communicator who understands and believes in the aims and values of the school. | * Cohesive and collaborative working environment * Lesson observations graded as good or outstanding * Opportunity to undertake roles and responsibilities at whole school level * Positive parental feedback |
| **Areas of Responsibility and Key Tasks**  **Planning, Teaching and Class Management**  • Design, prepare and deliver a high quality curriculum within the IB MYP framework to suit the individual needs of all students  • Differentiate to meet the needs of all learners, including SEN and EAL  • Liaise with the Head of Secondary School and curriculum coordinators to ensure effective delivery of the curriculum to specified classes, including selecting resources and managing them efficiently in the classroom | • Inspire mixed culture and ability classes by creating challenging yet inclusive and engaging learning opportunities for all students  • Maintain constant awareness of the needs of any students to whom English is additional language, and those with specific learning needs.  • Collaborate with other secondary teachers and curriculum coordinators to deliver an interdisciplinary curriculum and share new ideas, approaches and professional knowledge |
| **Monitoring, Assessment, Recording, Reporting**   * Providing purposeful and regular feedback to all students so that they understand how to improve upon their own learning; * Conduct ongoing assessment of students using the school’s chosen method of recording and tracking; * Analyze assessment data on a termly basis identifying individual students and cohorts of students who require further support/challenge; * Set challenging targets for all students as a result of data analysis ensuring a percentage increase of progress year on year; * Producing informative reports for parents, in a professional manner based upon tracking and assessment procedures adhered to within the school; * Meeting with parents and other interested parties as and when required, to discuss individual student progress; * Be accountable for the learning outcomes of the students in your class | * Evidence that all students are aware of the progress they are making and what they need to do to make further progress * Clear evidence of student tracking through documentation * Reports completed in a timely fashion and written in a professional manner * Regular standardisation conducted to ensure a shared understanding of criteria expectations * Data analysis conducted effectively which results in improved performance of all students in the class |
| **Pastoral Duties**   * Establish a purposeful and safe learning environment for all student; * Ensure health and safety procedures are followed with regards to student safety; * Always attend scheduled duties and in case of absence organize cover; * Promote the general progress and well-being of individual students and of the class as a whole; * Alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved; * Communicate, as appropriate, with parents of students and persons or bodies outside the school concerned with the welfare of individual students, after consultation with appropriate staff | * All relevant health and safety documentation completed accurately and acted upon * Effective and immediate communication with staff and parents regarding student welfare * All timetabled duties attended to in a vigilant and timely manner |
| **Personal Development**   * Take responsibility for your own professional development and keep up to date with research and developments in pedagogy; * Engage with fellow colleagues * Utilize online platforms to develop one’s own professional learning community. | * Improved personal performance * Evidence of Professional Development having an impact on school improvement * Performance Appraisal |
| **Other**   * All staff must ensure that they meet their statutory responsibilities with regard to Health and Safety, Equal Opportunities and other relevant legislation, and should conform to the professional and ethical requirements * Operate at all times within the stated policies and practices of the school; * Any other appropriate duties as allocated by members of the school’s leadership team. * Promote and adhere to the school’s vision and values. | * Valued member of the team and organization * Impact on school growth and school improvement * All relevant health and safety documentation completed |

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| **Date** |  |
| **Employee signature** |  |
| **Counter sign by Principal** |  |
| **Countersign by HR manager** |  |