

Job Description - LSA

Learning Support Assistant (LSA)

A Learning Support Assistant (LSA) supports student learning and assist the teacher as needed to help all students develop and grow. The Assistant helps create innovative lesson plans and enhances the learning environment.

Key Roles and Responsibilities

1. Abide by all Standards and Practices, Parts 1 and 2, International Teaching Standards and Practices (see attachment).
2. Abide by all KFS Policies (HR and PYP Department, as per Policy Manuals)
3. Assist in the preparation of lesson plans and material according to IB and school philosophy.
4. Reinforce lessons presented by teacher and review material with students
5. Assist with record keeping, marking and correcting work.
6. Enforce KFS policies within the class and with students
7. Attend school events and functions as necessary
8. Offer an afterschool program as required
9. Understand the teacher's routine when it comes to delivering a lesson plan and running the class in the event that the teacher is absent on a particular day
10. Completes other tasks, as required by administration

Key Decision Authorities

Report to: Principal

Essential Capabilities / Skills

Experience and Education

- Minimum of 2 years of teaching experience in an IB or similar international program
- Bachelor's degree in Education
- Teaching Diploma / Certificate
- Fluent in written and verbal English
- IELTS 6.0 or higher

Desirable Characteristics / skills

- Passion toward children, teaching and learning
- Creativity
- Energy
- Enthusiasm
- Responsibility
- Patience
- Sense of Humor

Last Update:

November 11, 2018

Job Description - PYP Teacher

PYP Homeroom Teacher

A PYP Homeroom teacher at King Faisal School is an inspirational, passionate and adaptable educator with the ability to deliver an inquiry-based and trans-disciplinary program. A motivator, learner and communicator with excellent interpersonal skills that helps students grow through high quality teaching and learning and by creating stimulating and challenging learning engagements and environment. Ensures an improved standard of learning and achievement for all students.

Key Roles and Responsibilities

1. Abide by all Standards and Practices, Parts 1 and 2, International Teaching Standards and Practices (see attachment).
2. Abide by all KFS policies (as per HR and KFS Policy Manuals)
3. Prepares appropriate lesson material in coordination with IB and school philosophy and standards.
4. Demonstrate good teaching practice to ensure a high-quality learning environment for the students.
5. Communicate regularly and effectively with parents
6. Enforce KFS policies within the class and with students
7. Use a variety of skills to teach
8. Have an awareness of learning styles and individual needs
9. Attend school events and functions as necessary
10. Contribute to curriculum development through regular planning meetings
11. Shares best practices with other teachers
12. Attend regular collaboration meetings
13. Offer an afterschool activity, as required
14. Completes other tasks, as required by administration

Key Decision Authorities

Provide Recommendations for:

End of year program projects and assessments of students

Provide input for:

- Curriculum updates and class scheduling (part of academic plan)
- IT and Support Service Plans
- Parent Information sessions

Reporting Lines:

Report to: Principal

Essential Capabilities / Skills

Last Update:

November 11, 2018

Experience and Education

- Minimum of 2 years of teaching experience in an IB or similar international program preferred.
- Bachelor's degree in education (Master's is a plus)
- Native or near native fluency in written and spoken English
- Teaching Diploma
- IELTS band 7.0 or higher where applicable.

Desirable Skills

- Passion toward students, teaching and learning.
- IB PYP Experience
- Demonstrated leadership skills
- Strong coaching / mentoring skills
- Creativity in developing academic approaches and content
- Enthusiasm
- Imagination
- Patience
- Responsibility