



VICTORIA

Instituto Bilingüe Victoria A.C.



Job Title: Teacher of Secondary Biology and KS3 Science
Department: Science
Accountable to: Head of Science

Role Description: You will be a member of an innovative and dedicated Science Department, teaching with ambition for our students and wanting them to achieve the highest academic standards across Key Stage 3, Cambridge IGCSE, and AS & A Level. Promotion of student engagement to give them a passion for the subject will form a key part of your role. As a subject teacher, it will be important to develop strong and positive relationships with your students, colleagues and parents, forming an integral part of the community. This role, as part of being a teacher at the school, will also offer opportunities for trips around the region. Someone with a sense of adventure will benefit.

Key Responsibilities:

Teaching

- Planning and delivering innovative and engaging lessons that follow the KS3, IGCSE, AS & A Level curriculums.
- Liaise with HoD to ensure Science curriculum content is covered.
- During lessons, actively promote the ethos of the school and positive behaviour policy.
- Familiarise yourself with the VICTORIA marking and feedback policy.
- Support the implementation of the VICTORIA Teaching and Learning policy.
- Take responsibility for curriculum delivery.
- KS3 skills report writing, IGCSE and AS/A Level report writing
- Be curious and open to explore, share and implement innovative teaching and learning methods
- Set appropriate and demanding expectations for students' learning, motivation and presentation of work.
- Assessing the progress of pupils, especially when following our Key Stage 3 skill expectations.
- Supervise classes on behalf of colleagues as determined by the cover schedule.

Pastoral and Safeguarding

- Take a pastoral interest in pupils in and around the school environs so that they feel noticed, valued and cared for.
- Reward and notice positive behaviour.
- Communicate with parents where necessary.
- Keep up to date with effective child protection measures as well as attend school-provided CPD training.
- Positively engage in extracurricular events.
- Treat all students fairly, consistently and without prejudice.
- Provide thorough risk assessments as required prior to activities and trips.

Training

- Attend weekly CPD sessions provided by the school.
- Participate proactively in the school appraisal process.
- Seek CPD opportunities as they arise.



Extra-Curricular Activities

- Offer termly, once a week after school activities. These can be either to offer further academic advancement, sport, or an opportunity to share a passion of your own.
- Participate in school trips, residential and day.
- We engage regularly with the school community with multiple events such as Noche Mexicana and Día de Muertos. Participation at these festivities is a key part of developing the positive relationships with all those linked with the school.

Job specification

Essential

- A genuine passion for education, with the ability to engage, motivate, and positively impact young people
- Experience of teaching KS3 and KS4 Biology
- Undergraduate degree in Biology or related subject
- PGCE in secondary Science or equivalent teaching qualification

Desirable

- A proven track record of excellence in personal, academic, and professional achievements
- Full Qualified Teacher Status
- Experience or desire to teach KS5 Biology
- In-depth expertise in and passion for their subject and the ability to inspire students and support outstanding progress
- Be open to teaching students with EAL
- Experience in providing pastoral care and promoting student wellbeing, with a strong focus on promoting positive behaviour and high standards of welfare
- Excellent interpersonal skills, with the ability to work both collaboratively with colleagues and independently and a track record of establishing strong, positive relationships with families
- A commitment to their own continuous professional development
- Strong organisational and administrative skills, able to plan and prioritise a varied workload, meet deadlines, and work well under pressure
- Energy, enthusiasm, and a positive, flexible, and resourceful approach to working in a dynamic school environment

Interview process:

- 2 stages
- First interview will be conducted by Academic Head of Secondary and Prepa with support from the Head of Department
- Second stage will be with the Head and Deputy Head of School
- Interview process will be done online via Google Meet