

HEAD OF ICT & ICT TEACHER JOB DESCRIPTION

LOCATION	Compass International School, Doha	
JOB PURPOSE	<p>Be accountable for raising student achievement in your classes.</p> <p>Support high standards of teaching and learning in Computing and ICT.</p> <p>Lead in the development of the ICT department and the school as a whole.</p> <p>Engage in extra-curricular activities as required ensuring a high level of good-quality participation by a wide range of students.</p> <p>Demonstrate thorough curriculum knowledge, teach, and assess effectively, take responsibility for professional development, and ensure pupils achieve well through the ‘Be Ambitious’ philosophy.</p>	
REPORTING TO	Head of Secondary	
OTHER KEY RELATIONSHIPS	<p>Internal:</p> <ul style="list-style-type: none">▪ SLTs▪ Middle Leaders▪ Teachers▪ Administrative	<p>External:</p> <ul style="list-style-type: none">▪ Students▪ Families
KEY RESULTS AREA		PERFORMANCE MEASUREMENT
LEARNING AND TEACHING		
<ul style="list-style-type: none">▪ To be an exemplary head teacher, clearly demonstrating effective planning, teaching and organisation, and high standards of achievement and behaviour in Computing and ICT lessons.▪ To be responsible for the development and on-going review of the school’s Computing and ICT curriculum and related schemes of work.▪ To follow the school’s assessment, recording and reporting procedures.▪ Be willing to share good practice within and beyond the Computing and ICT department.▪ Promote cultural entitlement through the provision of a broad range of enrichment activities during and after the school day▪ To ensure that planning, preparation, recording, assessment and reporting are of the highest quality and meet the varying learning and social needs of children.		<ul style="list-style-type: none">▪ Lessons observations▪ Pupil Progress reviews▪ Data analysis▪ Documentation▪ Review of student work

<ul style="list-style-type: none"> ▪ To be flexible and adjust to the needs of the school, actively contributing to its development plans and growth. ▪ Implement agreed policies and developments. ▪ To demonstrate thorough curriculum knowledge, teach and assess effectively. ▪ Use the student tracking and monitoring processes to advance children's learning and enhance professional practice in line with the school's aspirations and priorities. ▪ To take personal responsibility for professional development. ▪ To communicate effectively the school's narrative, being an ambassador for our school at all times. 	
PLANNING AND PREPARATION	
<ul style="list-style-type: none"> ▪ Identify clear teaching objectives, content, structures and sequences of lessons appropriate to the educational needs of the students in the class. ▪ Set appropriate, realistic yet demanding expectations for students learning, building on prior attainment/knowledge. ▪ Identify students who may require learning support and know where to enlist help if and when required. ▪ Planning should show clear understanding of the year group expectations and lead to progression within lessons and over sequences of lessons. <p>Extra-Curricular Activities</p> <ul style="list-style-type: none"> ▪ Actively promote interest in Arabic outside the immediate physical and timetabled confines of the department. ▪ Contribute to the broader life of the school by supporting and leading curricular and extra-curricular events. 	<ul style="list-style-type: none"> ▪ Planning review ▪ Lesson observation ▪ Documentation
PROFESSIONAL AND PERSONAL DEVELOPMENT	
<ul style="list-style-type: none"> ▪ Commit to continual development through the identification and implementation of your own Personal Development Plan. ▪ Understand the need to take responsibility for your own professional development and keep up to date with research and developments in pedagogy as relevant to your role. ▪ Understand your professional responsibilities in relation to school policies, procedures and practices. ▪ Set a good example to students in the way that you conduct yourself within and beyond the school. ▪ Evaluate your own teaching critically and use this to improve your practice. 	<ul style="list-style-type: none"> ▪ Performance appraisal ▪ Personal Development Plan ▪ Engagement with training and development opportunities including Nord Anglia University programmes
OTHERS	
<ul style="list-style-type: none"> ▪ Hold a current Enhanced Criminal Records Bureau Disclosure or equivalent for countries lived in outside of the UK. ▪ Compliance with visa requirements for working in Qatar ▪ A commitment to safeguarding and promoting the welfare of all pupils, and a willingness to undertake appropriate child protection training when required. 	
PERSONAL SPECIFICATIONS	
<ul style="list-style-type: none"> ▪ Bachelor's Degree relevant in ICT or degree plus PGCE/QTS ▪ Further Degree (e.g. MA) 	<p>Essential</p> <p>Desirable</p>

Teaching Qualifications	Desirable
<ul style="list-style-type: none"> Teaching within International School Experience with the UK National Curriculum Proven track record and two years of teaching experience Knowledge of the relevant aspects of the UK National Curriculum Good classroom practice and interpersonal skills Excellent oral and written communication skills Ability to prioritise workloads and to work on own initiative Range of teaching experience across different year groups Integrate technology into the classroom experience to enhance and extend the learning of students Successfully teach students using technology in a virtual/hybrid environment Integrate technology into the classroom experience to enhance and extend the learning of students Successfully teach students using technology in a virtual/hybrid environment Native English Speaker 	<ul style="list-style-type: none"> Desirable Desirable Desirable Essential Essential Essential Desirable Essential Essential Essential Essential Desirable
<p><i>Other Qualities</i></p> <ul style="list-style-type: none"> Relish the prospect of collegial planning and teaching within the wonderful country of Qatar Be able to engage and inspire new learners Be open to ideas, to continued professional development Be creative in the delivery of the curriculum Be energetic and prepared to go the extra mile in shaping the school's future Be creative and flexible in the delivery of an outstanding curriculum 	<ul style="list-style-type: none"> Essential Essential Essential Essential Essential

PERSONAL ATTRIBUTES

As our teammate, here's what we expect:

- High levels of personal integrity
- Conscientious and able to focus on completing work to a consistently high standard
- Flexible and positive approach to work
- Excellent organisational and time-management skills; high attention to detail
- Ability to work to tight deadlines and able to prompt others to ensure deadlines are achieved
- Adaptable to working in a fast-paced, ever-changing environment
- Ability to work under pressure and remain calm
- Proactive and willingness to take on multiple tasks
- Self-motivated and enthusiastic
- Ability to work independently
- Must be a team player, willing to help, and be flexible
- Continually strive for improvement

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.