



# ST. JOSEPH'S INSTITUTION INTERNATIONAL

## Classroom Teacher's Job Description

**Post:** Teacher of Physical Education

**Commencing:** January 2026

**Reporting to:** Head of Physical Education Faculty

### Primary Responsibilities:

- To provide students with a stimulating, challenging and enjoyable learning experience both in and beyond the classroom, and to offer them the encouragement they need to thrive at SJI International.
- To contribute significantly to the Sporting programme at SJI International

**PE teachers at SJI International, in addition to the usual core PE teaching, are expected to play a full part in the co-curricular sporting life of the school as coaches (including team trials). It is anticipated that this is the sole focus of their co-curricular and service contributions, throughout all ACSIS (Athletic Conference for Singapore International Schools) seasons**

### Specific Responsibilities:

#### Teaching and learning

- Identify and adopt the most effective active, creative teaching approaches for SJI International students in line with current best practice and the ethos of our school
- Work with other members of the Department to apply consistent standards in the following: curriculum planning and delivery; formative and summative assessment through classwork, homework and formal examination (where appropriate); standardisation and moderation of the examinations process
- Create a stimulating learning environment, including displays of student work
- Teach across the age and ability ranges from Foundation IGCSE (Grades 7 & 8) through to IGCSE core PE in Grades 9 or 10 and the ability to teach Sports, Exercise and Health Science in the IB Diploma Programme will be an advantage
- Identify and take advantage of opportunities to use resources offered within and beyond Singapore to take learning outside the classroom
- Adopt strategies and monitor teaching and learning activities to support individuals with SEN/EAL in line with school and department policy
- Ensure compliance with all rules regarding health and safety in the classroom
- Set and mark homework regularly in line with school and department policy
- Identify and teach study skills/strategies that will develop students' ability to work independently
- Take part in the process and marking of the Extended Essay component of the IB Diploma

#### Recording and assessment

- Set clear targets for raising achievement
- Collect and record assessment data
- Comply with established systems for identifying, assessing and reviewing student progress
- Develop an understanding of different learning needs and the importance of raising achievement among students
- Attend parent conferences and keep parents informed about their child's progress, both formally through regular assessments and written reports, and informally through effective communication via email and the student diary/planner

#### Standards and quality assurance

- Support the aims and ethos of SJII as a Catholic, Lasallian school
- Support the school's established enrichment programme
- Set a good example in terms of dress, punctuality and attendance
- Attend and participate in open evenings and student performances
- Uphold the school's behaviour code and uniform regulations
- Participate in staff training and annual performance review
- Attend team and staff meetings

#### **Other duties and responsibilities**

This is essentially a generic Job Specification for Subject Teachers; all teachers at SJI International are also expected to contribute significantly to the service, sport and activity programmes, to accompany school trips and expeditions and to play a full part in the continued development of a thriving school community. Most teachers are also expected to take on the pastoral role of Form Tutor.