Job Description | Teacher Years 7-13 |

CHARACTER EXCELLENCE SERVICE FOR THE GLORY OF GOD

Middleton Grange School |

Directly Accountable to Curriculum Leader

Functional Relationships:

- Principal
- Senior Leadership Team
- Pastoral Care Team
- Support Staff

Special Character

Key Indicators:

- Model Christian servanthood.
- Promote the Christian school and Christian education.
- Actively engaged in opportunities to enrich ability to teach Christianly.
- Develop strong relationships based on Christian principles with pupils, staff and other members of the School community.
- Integrate the School's Special Character with the New Zealand Curriculum.
- Implement initiatives which focus on the Special Character of Middleton Grange School.

Key Roles:

Curriculum Delivery

- Deliver the curriculum effectively to the levels required as set out in the Curriculum Area.
- Use effective teaching strategies which include:
  - The design and planning of learning sequences.
  - Utilise effective techniques to engage pupils in learning motivation.
  - Setting achievable, measurable goals.
  - Regularly provide feedback to pupils on their progress.
- Contribute to the development and review of programmes and resources.
- Attend and contribute to Curriculum Area meetings/events.
- To be competent in the delivery of relevant curriculum, have a sound knowledge of the New Zealand Curriculum Framework and of learning and assessment theory.
- To demonstrate a commitment to ongoing learning and participate individually and collaboratively in professional development activities.
- To actively participate in the School's performance appraisal process.
- To reflect on personal teaching techniques and strategies (practice) with a view to improvement.
- To establish high expectations that value and promote learning.
- To continue to develop understandings and skills in the appropriate usage and accurate pronunciation of Te Reo Maori.

Assessment and Reporting

- Demonstrate a working knowledge of the importance of feedback in pupil learning.
- Follow the Curriculum Area requirements of assessment and recording of pupil progress.
- Assist with the preparation, auditing and marking of assessment tasks.
- Establish a data baseline for each pupil as a measure of entry level.
- Mark and assess each pupil's work regularly and promptly.
- Meet deadlines for reporting to pupils and parents/caregivers.
- Respond promptly to parental enquiries.
- Communicate problems of course completion to pupils/caregivers/appropriate staff..

Pupil Management and Pastoral Care

- Develop a classroom culture in which individuals are encouraged, respected and challenged intellectually, physically and socially.
- Be a positive, enthusiastic teacher, establish high expectations and motivate pupils to achieve.
- Recognise individual differences and provide for a variety of learning modes and groupings.
- Develop classrooms where pupils feel valued, safe and focused on learning.
- Have consistently high expectations of behaviour for pupils, and work to maintain them using School-wide systems energetically and appropriately.
- Recommend pupils for awards and accolades.
- Proactively adopt the role of Form Teachers and support the Middleton Grange / Home partnership, including contacting families by phone at regular intervals.

Resource Management

- Ensure that the classroom is an attractive, orderly place, where equipment and resources are well managed.
- Follow Curriculum Area procedures for issuing and returning learning resources.
- Maintain texts and equipment in good condition.
- Contribute to the identification and review of potential resources..

Wider School Contribution

- Support the corporate life of the School by attending staff devotions (2 minimum per week), staff briefings, doing duty, following requirements of a Form Teacher, and maintaining Middleton Grange standards and expectations.
- Take part in the School committee structure, and represent the Curriculum Area where arranged.
- Maintain a high standard of professional conduct at all times. Act as a positive role model for pupil behaviour.
- Uphold the School's image in the community.
- Support and provide assistance to colleagues in improving teaching and learning.
- Be involved in leading one summer and one winter co-curricular activity.