



WHANGANUI GIRLS' COLLEGE

JOB DESCRIPTION

POSITION TITLE: Assistant Teacher

DATE:

NAME:

RESPONSIBLE TO: HOD – of respective department

LEVEL OF RESPONSIBILITY: Teacher

Primary Purpose of the Position:

- To provide an active learning approach to the delivery of the respective curriculum (including the new digital curriculum) to junior and/or senior students
- To encourage students to adopt an enterprising attitude and to think for themselves
- To provide a dynamic programme in keeping with the schools ASTRA values which incorporates placed based and cross-curricular learning and teaching where appropriate

Description of the Team/Department/Role:

Key Achievement Areas are: (to be read in conjunction with the appropriate Professional Standards document)

For Secondary Teachers

- Professional knowledge
- Professional development
- Teaching Techniques
- Student management
- Motivation of Students
- Te Reo me ona Tikanga
- Effective Communication
- Support for and Co-operation with Colleagues
- Contribution to Wider School Activities

This job description has been drawn up between the Principal and

Teacher.....Principal.....

Date:.....

PERSON SPECIFICATION

Knowledge and Experience

- An advanced qualification appropriate to the major subject area or areas.
- A knowledge of the curriculum and willingness to teach NZQA and NCEA units.
- Holder of current registered teacher practising certificate.
- State other subjects able to teach.
- Restorative practice experience and knowledge of PB4L

Skills

- Well-developed inter-personal communication skills, both oral and written.
- Excellent organisational and management skills.
- Ability to work in a team situation.

Personal Attributes

- Interest in working with young people.
- Ability to motivate and engage students.
- Energy, passion and enthusiasm.
- An understanding and appreciation of cultural issues and a commitment to the development of a culturally sensitive environment.
- A genuine interest in the well-being and educational advancement of teenage girls.
- An open, warm and caring manner with the ability to display empathy in dealing with a wide range of students and adults.
- An outgoing and cheerful manner complemented by a balanced sense of humour.