Ngaruawahia High School

Classroom Teacher
Job Description

Classroom teachers are required to provide engaging, quality programmes of learning and assessment which cater to the diverse needs of all learners. Teachers at Ngaruawahia High School are specialists in their particular curriculum area but may also be required to teach outside of their specialty area, depending on the needs of the students. Classroom teachers are flexible and should be willing to teach cross-curriculum areas and collaboratively. It is an expectation of the school that all Classroom teachers be available to oversee the pastoral needs of particular groups of students, such as a Hub class. Expectations of Hub mentors include supporting aakonga with attendance, engagement and achievement. It is an expectation of the school that all classroom teachers act in a professional manner and adhere to the Code of Professional Responsibility and the Standards for the Teaching Profession.

Responsible to:
Curriculum Leader of Learning, Pastoral Leader, Deputy Principal and Principal.

Working Relationships:
Internal: Curriculum Leader of Learning, kaiāko, pastoral leaders, support staff, teacher aides, parents/whaanau and ākonga.
External: Ministry of Education (MOE), NZQA, Whaanau, Resource Teachers: Learning and Behaviour (RTLB), and any other external agencies that support the child.

Areas of responsibility	Key Tasks
Curriculum Delivery and Effective Teaching Practice	• Utilise a range of teaching strategies that help learners make progress. • Ensure that curriculum content taught is as per the New Zealand Curriculum expectations. • High expectations are set for student learning and achievement. • Deliver contextualised learning that engages learners and enables them to achieve learning success. • Priority learners will receive the necessary support to enable them to access the learning. • Effective planning that includes but is not limited to; year overviews, unit plans and lesson planning and assessment.

	• Utilise a range of assessment for learning strategies. • Track, monitor and report on learner progress. • Conduct analysis of learning data to improve outcomes for learners. • Learning programmes will promote learner agency, self-reflection and personal learner responsibility. • Visible learning - learners know what they are learning and why. • Model and encourage the school values. • Ensure the school's student management processes and procedures are followed. • Demonstrate a commitment to professional growth through the professional growth cycle. • Commitment to Te Ao Maaori and the principles to Te Tiriti o Waitangi. • Ability to contribute to a learning focused culture. • Ensure due care is taken with resources, equipment and the use of school facilities.
Professional Relationships and Communications	• Develop positive and productive relationships with learners for the purpose of maximising learning and achievement outcomes. • Develop positive and productive partner relationships with caregivers and whaanau. • Develop professional, positive and effective relationships with colleagues. • Work effectively with relevant leaders. • Participate and contribute to the operation of the relevant learning area through effective collaboration. • Behave in a manner that is professional, respectful and supportive of colleagues. • Communicate in a professional and respectful manner to learners, colleagues, caregivers and whaanau. • Ensure timely, accurate and meaningful reporting to caregivers and whaanau on the learning and pastoral progress of learners.
Pastoral	• Ensure the following of the school attendance management plan and procedures. • Ensure accurate attendance records are maintained. • Ensure timely action is taken inline with the schools attendance procedures and processes. • Promote and enhance student well-being. • Use of proactive behaviour management strategies.

	● Commitment to the use of restorative practices. ● Pastoral monitoring and follow-up (attendance, achievement, behaviour). ● Whaanaungatanga - develop positive relationships with whaanau. ● Promote a prosocial culture within the school.
Commitment to Continual Improvement	● Aspire to high levels of performance in all areas of teaching practice. ● Remain up to date with best practice pedagogy and current research. ● Be committed to ongoing professional learning. ● Active involvement in growing the school to ensure positive learning, attendance and achievement outcomes. ● Ensure completion of the necessary requirements for the annual attestation process. ● Maintain a current practicing certificate. ● Know, understand and follow the schools operational policies and procedures.

General Responsibilities

- Comply with all Ngaruawahia High School policies and procedures and Health and Safety requirements.
- Contribute to ensuring the school is a safe and positive environment to learn and work.
- Ensure the safety and wellbeing of themselves, others and students at all times.
- Support the daily operations of the school.
- Contribute positively to the wider life of the school through involvement in extra-curricular activities.
- Perform other reasonable duties as requested by the Leader of Learning, Pastoral Leader of SLT to support the smooth operation of the school.

Declaration:
Date of Review: _____

Approved By:

Principal _____ (Name) _____ (Signature)

_____ (Date)

Teacher: _____ (Name) _____ (Signature)

Date: _____