IONA COLLEGE
EMPOWERING GIRLS FOR LIFE

MATHEMATICS TEACHER - JOB DESCRIPTION

Position:	**Reports to:**
Mathematics Teacher	Head of Mathematics
Line Management:	**Functional Relationships:**
Responsible to: The Principal	• Deputy Principals • Academic Staff • Student Support Staff e.g. Deans • Support and Administration Staff • College Community
Person Specification:	**Limits of Authority:**
• New Zealand registered teacher • Supports Special Character and ethos of the College • Well-developed leadership, organisational and interpersonal skills • Familiar with the New Zealand Curriculum, NZQA and Assessment • Shows commitment to ongoing professional development • Confident with digital technologies and e-learning	• Education Acts and other relevant Acts and Regulations, Policies of the College Council and Board of Trustees. Any policy change in the department must be in harmony with the College's goals, policies and administrative structures. • All departmental expenditure must be approved by the Head of Mathematics.

Primary Objectives:

- To effectively deliver Mathematics and other relevant curriculum programmes to students in assigned classes
- To work alongside staff to develop digital responsibility and understanding for learning programmes
- To ensure the effective teaching of Mathematics through good classroom management techniques, based on a sound understanding of content and skills in this learning area
- To manage and use available resources effectively and equitably
- To provide a good role model for students with regard to personal standards including courtesy, self-discipline, punctuality and general standards of behaviour
- To follow the Code of Professional Responsibility and Standards for the Teaching Profession
- To work with the Principal, Board of Trustees and College Council in the best interests of the school and in ensuring the preservation of the '*special character*' as outlined in the integration agreement
- To contribute to wider aspects of school life including extra-curricular activities

Key Tasks	Key Objectives	Expected Outcomes
Curriculum Planning, and Delivery	• Provide high quality education in Mathematics and other relevant curriculum areas • Develop programs that support and align with the curriculum • Teach years 9-13 if required • Provide a learning environment in which students are able to gain self-confidence through success and develop skills to become independent learners • Contribute to the Mathematics department's planning, administration, and resource development • Participate in professional activities such as those provided by professional associations • Participate in the School's staff performance management system	• Quality education is provided to students • Programs are developed that support and align with curriculum • Students are taught as required • Positive learning environment is provided • Department planning is relevant • Relevant Professional development is attended • Annual staff performance management is completed
Pastoral Responsibilities	• Provide supervision, support and guidance for a form class as required and /or provide supervision, support and guidance as Teacher in Charge of a House as required	• Students are regularly supported
Professional Development	• Engage in professional growth cycle (PGC) to improve student outcomes • Professional Development is undertaken throughout the year	• PGC improves student learning • Professional Development is completed
General	• Meet the requirements of the Code of Professional Responsibility and Standards for the Teaching Profession • Participate in duty roster and tutorials as required	• Code of Professional Responsibility and Standards for the Teaching Profession are met • Duty roster and tutorials are staffed
Contribution to Special Character	• Fulfil the obligations of the School Charter and Special Character • Contribute to and participate in school-wide co-curricular activities and extra-curricular activities	• Obligations of School Charter and Special Character are met • School-wide co-curricular activities and extra-curricular activities are supported
Other	As directed by the Head of Mathematics, Principal, and or Deputy Principals	

* This job description provides guidance but is not a full list of responsibilities.