Taita College

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New Zealand
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Tītiro Whakarunga Ki Ngā Puke

Job Description
Subject Teachers at Taita College

RESPONSIBLE TO:	Principal, SLT, HOD
RELATING AND COMMUNICATING WITH:	Students, Deans, Senior Leadership Team (SLT), Parents, Subject Association
TERMS OF EMPLOYMENT:	Long term relieving, full time, part time Maternity Permanent
E.E.O. STATEMENT:	Taita College is an equal employment opportunities employer

PRIMARY OBJECTIVES:

1. To foster the proactive pastoral and academic support needed to further the goals and objectives of the school as specified in the Strategic and Annual Plans.
2. To initiate programmes that support students to be the best they can be.
3. To initiate programmes that encourage students to be welcoming, demonstrate our school values and achieve.
4. To work closely with other teachers, Manaaki Team, Heads of Departments and the Senior Leadership Team.
5. To set high expectations of attitude, behaviour, achievement and participation within the classroom.

Key Responsibilities
● Provide and maintain a purposeful working environment to support student learning ● Report regularly on student progress - online, via email, and at student - parent - teacher interviews; other contact as necessary in consultation with HOD and/or Dean/s ● Develop positive learning focused relationships with students ● Participate in professional learning in alignment with strategic direction of the college, as well as maintaining effective pedagogy in specialist subject area ● Assist the department in achieving its goals and objectives ● Be part of the pastoral care network in the role of Ako teacher ● Participate in a regular cycle of appraisal for professional improvement and re-registration ● Additional tasks and responsibilities in consultation with HOD, SLT and Principal ● Contribute to the co-curricular life of the school ● Look after and care for student and staff wellbeing ● To continue to develop skills and an understanding in the appropriate usage and accurate pronunciation of te reo Māori
Administration
● Carry out administrative duties carefully and accurately ● Complete attendance in each lesson ● Attend staff briefings, staff meetings, department meeting, and other meetings which have a bearing on teacher professional learning
Personal Attributes
● High Professional and personal standards of conduct and dress ● Organised and able to work to deadlines ● Genuine interest in young people and education ● Technology literate ● The ability to work as a member of a team ● Commitment to supporting the College and the College community

Signed by:	
Signature:	
Date:	**/ / 20**