NAPIER GIRLS'
HIGH SCHOOL

Job Description

Position: Teacher of Mathematics
Tenure: Permanent, Full-time position
Reporting to: Head of Learning Area – Mathematics

As classroom teacher I will:

- Exhibit the professional qualities of a teacher as described in the Professional Standards.
- Establish and maintain effective relations with students.
- Maintain a positive, inclusive and culturally responsive classroom learning environment, using restorative practice to motivate learners to participate to the best of their ability.
- Communicate and consult with whānau when required.
- Plan and implement appropriate learning & assessment programmes linked to the National Curriculum requirements.
- Record results and compile reports.
- Be aware of current educational developments and participate in staff professional learning and development as appropriate.
- Participate in the schools Performance Learning Growth model
- Be a useful and supportive member of the Learning Area.
- Manage equitably the teaching resources available.
- Carry out effectively other administrative tasks as required.
- Carry out grounds duties / supervisions / relief as required.
- Participate in the wider life of the school / extra-curricular activities and be available for school-related meetings, functions, events when required.

As Form Teacher I will:

- Ensure all members of the Form Class receive appropriate pastoral care, including use of PULSE and MyMahi.
- Support the culture of Napier Girls' High School.
- Establish mentoring systems in the Form Class.
- Be involved with and support House activities.
- Monitor individual student's presentation / uniform, behaviour and absences.
- Co-ordinate reports and facilitate careers advice.
- Carry out all administrative tasks as required.
- Be the first point of contact in communications with whānau.
- Attend Form Class sessions / assembly as and when required.
- Be available for Form Class activities / functions especially when involving whānau.

Signed: _____ Date: _____