HAMILTON GIRLS' HIGH SCHOOL

Position Description

Position Title:	Assistant Teacher of Drama
Reporting to:	Principal, or as delegated
Working Relationship:	All Staff
Duration:	Permanent, Full-time
Remuneration:	As per the STCA
Position Purpose:	***Limits of Authority:*** 1. Education Acts and other relevant Acts and Regulations and school policies. 2. The Registered Teacher Criteria describe the criteria for quality teaching that are to be met by all fully registered teachers in Aotearoa New Zealand. ***Primary Objectives:*** 1. To take responsibility for effective teaching and learning for all students assigned to the teacher. 2. To contribute to professional improvement and development within the school. 3. To take responsibility for a whānau group class, as required. 4. To contribute to school wide activities that enhance student achievement and reputation for excellence. 5. To adhere to the Teaching Code of Conduct and use the Registered Teacher Criteria as a framework for ongoing professional practice.

Key Accountabilities	
Professional Knowledge	• To plan and prepare programmes of work for each class based on the department learning and teaching programmes (schemes of work). • Learning and assessment theory. • To demonstrate competence in teaching and assessment and in reporting on students' progress. • Current issues and initiatives. • To demonstrate competence in keeping up to date with current developments in learning and teaching. • To participate in the school's appraisal system. • Ability to direct class productions across all year levels and in a range of theatrical styles. • A willingness to contribute to extra curricular Drama activities. • A high level of technology skills for the preparation of digital Drama portfolios.
Teaching Techniques	• To enable and encourage students to learn. • The development and practice of effective teaching programmes and resources, learning activities and assessment regimes. • Highly effective teaching techniques. • Evaluation, appraisal and reflection on their own and others' teaching practices with positive outcomes

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Student Management	• The development and maintenance of environments which enhance learning by recognising and catering for the learning needs of a diversity of students. • Managing student behaviour effectively. • To use appropriate teaching techniques and student management skills. • To exercise pastoral care of students in the classroom and the Whanau class.
Te Reo Me Ona Tikanga	• The appropriate and accurate use of Te Reo Maori. • Observing tikanga maori where appropriate. • To support the creation of a positive learning environment for Maori students.
Effective Communication	• Communicating effectively with students • Reporting on student achievement to students, parents, caregivers, families and whanau • Communicating with colleagues • Where appropriate, to carry out the administrative tasks of a Whanau group teacher • Spoken and written language is clear, correct and appropriate • Demonstrates effective listening skills • All communication is open, honest and timely • Supports colleagues in communicating effectively and appropriately
Persons Specifications	• Good oral and written communication skills • Ability to work with external and internal stakeholders applying high standards of professionalism. • Active commitment to school goals, including a dedication to the school's vision and core values.

Whakatauki / How we work/ Values / Te Reo

Resilience
Manawaroa

Challenges make you stronger
Ko Hāneanea Te Hoariri O Pitomata

Courage
Māia

Remember why you started
Pūruatia Te Moko

Identity
Tuakiritanga

Who am I? What's my purpose?
Ko Wai Au? He Aha taku Koha Ki Te Ao?

Creativity
Auahatanga

Explore what's possible
Maiangaitia Te Kura Huna

Curiosity
Manawareka

How can I grow
Māhea Atu Au Ki Te Au Mārama?

Excellence
Kairangi

Be the best that I can be
Whāia Rawatia Tōku Ake Pitomata