Dunstan High School

SEEK WISDOM AS GOLD
RAPUHIA TE MATAURANGA HEI TAONGA

Job Description – Teacher

POSITION:
Teacher at Dunstan High School

PERSONAL SPECIFICATION:
A teacher will be trained and registered and will possess appropriate skills in classroom teaching and management.

RESPONSIBLE TO:
Principal via HOF

FUNCTIONAL RELATIONSHIPS:

- Students
- HOF
- Other teachers in the Faculty
- Parents/Caregivers

PRIMARY OBJECTIVE:
To assist the school achieve its goals of:

- Providing a curriculum which reflects the diverse nature of the school community.
- Encouraging and assisting students to reach their full potential.
- Enabling students to explore their capabilities, to develop self awareness, maturity and competencies.

To these ends the teacher is responsible for working with students to ensure that they learn effectively and that their individual needs are met.

TEACHER

KEY TASKS		EXPECTED OUTCOMES
1	To teach Year 9 – 13	Students learning purposefully in a secure, structured environment.
2	To develop and use resources and lessons for teaching in the curriculum areas as defined above.	Well-planned lessons using appropriate resources which assist students to learn.
3	To carry out departmental and school assessment policies.	Students assessed according to the stated aims and objectives of the subjects.
4	To report on students' progress, both through reports and on an individual basis as necessary.	Parents/Caregivers given a clear and accurate understanding of students' progress; other appropriate staff informed as necessary.
5	To be involved in the school's pastoral care process as a Tutor Teacher.	Ongoing identification with and oversight of students in a Tutor Group. Liaison as necessary with Parents/Caregivers, the school guidance network and Deans.
6	To be involved in the wider life of the school.	To have an extra curriculum involvement with students and an involvement with school professional and administration committees.
7	To carry out tasks of staff as outlined in staff handbook and at staff meetings.	That tasks and responsibilities which are carried out are consistent with School policy.
8	To keep up to date with content and practice of relevant curriculum areas.	Using professional development opportunities offered to keep up to date with current practices and development.
9	To work with the HOF to develop, evaluate and update teaching schemes	The schemes reflect the teaching of appropriate syllabi

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Principal Teacher

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Date