



## **Secondary Teacher Job Description**

### **Core purpose:**

To provide formal education and encourage pupils' personal development within the context of an Accredited European School which is also a UK Free School. To embrace the multi-cultural nature of the school, including the various pedagogical traditions that underlie the development of the European Schools' programme.

### **Key tasks:**

- Ensuring that key knowledge and skills are taught well and to facilitate learning among a diverse group of children
- Promoting pupils' acquisition of competences as defined in European Framework for Key Competences for Lifelong Learning
- Preparing pupils for the European Baccalaureate
- Helping the Head of Secondary to establish a positive identity and inclusive ethos for the school
- Implementing policies and procedures to ensure good practice
- Maintaining discipline within the school
- Involving parents and carers in the life of the school
- Promoting the school's specialisms in sciences and languages
- Supporting and participating in a broad and balanced European curriculum

### **Key responsibilities:**

- Work with the Head of Secondary to ensure that every member of staff has the very highest expectations of all pupils, no matter what their background
- Work with the Head of Secondary to ensure compliance with good practice and all legal requirements, particularly child protection, in all aspects of the employment of staff
- Support the Head of Secondary in developing and communicating a clear strategic vision of how to develop the school successfully
- Provide regular feedback to the Head of Secondary about the progress of secondary pupils and whole-school issues and achievements
- Support the Head of Secondary to liaise effectively with the wider community.

### **Learning and teaching:**

- Help to inspire children to achieve their very best.
- Help develop the curriculum within the school.
- Ensure all pupils are able to succeed by using a differentiated approach and providing and facilitating suitable support.
- Assess and track each child's progress, in order to feed back to management, colleagues, parents and pupils so that future learning can be planned carefully.
- Support the Head of Secondary in managing accommodation efficiently and effectively to meet the needs of the curriculum and health and safety requirements.
- Support the Head of Secondary in securing adequate resources for the school.

The post holder will also be expected to undertake any other tasks as reasonably required by the Principal to ensure the efficient and effective operation of the school.

## **Person specification**

### **Qualification and training:**

A teaching qualification is essential: Qualified Teacher Status from the UK or equivalent from an EU-member state. A University degree in, or closely related to, the subject specialism is normally required.

### **Experience:**

- A proven record working as a successful teacher in the state or independent sector, in a European School, international school or state school. European School experience is considered advantageous.
- An excellent track record in improving educational outcomes for secondary age pupils.
- A proven track record of working with parents and the wider community.
- Newly Qualified Teachers may also be suitable candidates and induction can be arranged.

### **Expertise:**

- Excellent classroom teaching skills.
- Excellent motivational and communication skills.
- Knowledge of good pedagogical practice, both nationally and internationally and an awareness of the development of pedagogical thinking in the subject specialism and more generally.
- Commitment to ongoing professional development.
- Knowledge of varied approaches to learning and teaching.
- Ability to develop critical thinking skills in pupils.
- ICT skills to manage the requirements of the post with confidence.
- Excellent knowledge and understanding of the needs of secondary pupils.
- C2 (European Common Framework) competence in the subject teaching language. (N.B. an immersion approach is used for all modern language teaching).
- Competence in at least one other European language would be an advantage.
- Strong written and oral communication skills.

### **Personal attributes:**

- Positive approach to professional collaboration; sharing and learning from a variety of pedagogical backgrounds
- Enthusiasm and sensitivity while working with others.
- Caring attitude towards staff, children and parents/carers.
- An excellent attendance record.
- Resilience and tenacity.
- Creativity, flexibility and inventiveness.
- Humour, warmth and energy.
- Reliability under pressure.
- A team player.