

JOHN PAUL II HIGH SCHOOL - GREYMOUTH



JOB DESCRIPTION

NAME:

POSITION:

Assistant Science Teacher –

Fixed Term Position, 3rd May 2021 - 9th July 2021

RESPONSIBLE TO:

The Principal

REVIEW PERIOD:

Annually

CONDITIONS OF
EMPLOYMENT:

As described in the *Secondary Teachers' Collective Agreement*

THE MISSION STATEMENT OF JOHN PAUL II HIGH SCHOOL

John Paul II High School offers families a comprehensive education in a school culture which nurtures and encourages individuals to achieve to their full potential in personal academic excellence, personal growth and life in faith in accordance with the values of Jesus Christ and Catholic tradition.

PRIMARY OBJECTIVES

1. To effectively and efficiently use available resources, including financial resources and assets, within delegated authorities, to support learning outcomes for students as specified in the appropriate NZ Curriculum.
2. Communicate effectively with staff and students.
3. Build positive relationships between staff and students.
4. Model good classroom teacher practice.
5. Participate in the school's Performance Management System.
6. Understand and display competence within their classroom.
7. Ensure that cultural and ethnic considerations are evident in classrooms.
8. Ensure that all relevant school procedures are followed within the department.
9. To support the Special Character of the school as outlined in the school's Mission Statement and understand the commitment of working in a Catholic school as outlined in Appendix 3 of the *Catholic Integrated Schools' Handbook*.

REACHING THESE OBJECTIVES WILL INVOLVE THE FOLLOWING KEY TASKS:

Key Tasks	Desired Outcomes
Works with the HOD Science to teach the NZ Science Curriculum,	<ul style="list-style-type: none">• A high degree of professionalism is displayed at all times and role modeling is observable.• Department staff members are clear as to expectations of teaching and learning quality and student achievement standards.• Able to teach Junior and year 11 Science.• Able to teach year 12 and 13 Physics
Maintains curriculum knowledge	<ul style="list-style-type: none">• Maintains contact with other professionals in their subject area.
Supports other cultures	<ul style="list-style-type: none">• Shows an awareness of cultural, social and economic issues through their teaching programmes.
Fosters positive relationships	<ul style="list-style-type: none">• Maintains positive relationships with staff & students.
Models good classroom teacher practice	<ul style="list-style-type: none">• Treats all students with respect at all times, giving personal assistance when necessary in a supportive and encouraging manner.• Ensures that students are well prepared for assessments.• Ensures the safety and security of all work handed in for marking.• Marks and returns work in a timely manner.

- For senior classes ensures that school assessment and moderation procedures are adhered to.

Effective Communication

- Communicates clearly and unambiguously in verbal, written or other forms of communication.

General Management

- Classes within the curriculum area are well managed with students maintaining a clear understanding of behaviour and co-operative expectations.

Signed: _____
(Assistant Science Teacher)

Date: _____

Signed: _____
(Principal)

Date: _____