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| <b>LOCATION</b>  | Puxi, Shanghai   |
| <b>JOB TITLE</b>   | <b>PRIMARY CLASS TEACHER</b>   |
| <b>JOB PURPOSE</b>   | To teach a class of students, ensuring that planning, preparation, recording, assessment and reporting meet their varying learning and social needs. |
| <b>REPORTING TO</b>  | Head of Year   |
| <b>DIRECT REPORTS</b>  |  |
| <b>OTHER KEY RELATIONSHIPS</b>   | Head of Primary<br>Heads of Key Stages<br>Parents<br>Students  |
| <b>PACKAGE</b>   | Competitive remuneration and benefits based on experience  |
| <b>KEY RESULT AREA</b>   |  |
| <p><b>In fulfilling the requirements of the post, the teacher will demonstrate essential professional characteristics, and in particular will:</b></p> <ul style="list-style-type: none"> <li>▪ Inspire trust and confidence in students, colleagues and parents;</li> <li>▪ Engage and motivate students;</li> <li>▪ Continually strive to develop the quality of students' learning;</li> <li>▪ Use the student tracking and monitoring process to advance student learning and enhance professional practice in line with the school's aspirations and priorities;</li> <li>▪ Contribute to school improvement / development planning and promote the learning priorities of the school development plan;</li> <li>▪ Promote the wider aspirations and values of the school.</li> </ul> |  |
| <p><b>Planning, Teaching and Class Management</b></p> <p>Teach students so that they achieve their best by:</p> <ul style="list-style-type: none"> <li>▪ Planning effective teaching programmes which provide exemplary learning opportunities within and beyond the classroom;</li> <li>▪ Positively targeting and supporting individual learning needs;</li> <li>▪ Maintaining high levels of behaviour and discipline;</li> <li>▪ Effectively using homework and other extra-curricular learning opportunities;</li> <li>▪ Establishing a purposeful and safe learning environment;</li> <li>▪ Using modern technology to enhance learning opportunities;</li> <li>▪ Making use of Nord Anglia Education Global Classroom online.</li> </ul>  |  |
| <p><b>Tracking, Assessment, Recording, Reporting</b></p> <ul style="list-style-type: none"> <li>▪ Make effective use of formative and summative assessment to plan challenging learning opportunities for all students</li> <li>▪ Monitor and record students' learning to ensure they remain on track to achieve challenging targets</li> <li>▪ Report on progress to appropriate stakeholders.</li> </ul>  |  |
| <p><b>Pastoral Duties</b></p> <ul style="list-style-type: none"> <li>▪ Establish a purposeful and safe learning environment for all students;</li> <li>▪ Promote the general progress and well-being of individual students and of the tutor group as a whole;</li> <li>▪ Contribute to the preparation of action plans and other support mechanisms;</li> <li>▪ Alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved;</li> <li>▪ Communicate effectively with parents of students, liaising with other staff as appropriate;</li> </ul>   |  |

### Extra Curricular Activities

- Support the life of the school beyond the classroom;
- Lead one or more agreed after school activities each week;
- Participate in residential weeks and other trips as appropriate;
- Contribute to whole school learning initiatives during term.

### Other Requirements

- Contribute positively to the morale and community spirit in the school;
- Work effectively in different teams;
- Assist in whole school marketing initiatives and contribute to the growth of the school;
- Operate at all times within the stated policies and practices of the school;
- Maintain an up to date knowledge of good practice in teaching techniques;
- Maintain subject(s) or specialism(s) to enable effective teaching;
- Keep knowledge of wider curriculum developments up to date;
- Undertake professional development to enhance teaching and students' learning, and apply outcomes and identify impact/share outcomes with colleagues;
- Meet responsibilities with regard to health and safety, equal opportunities and other relevant legislation and conform to professional and ethical requirements;
- Any other appropriate duties as allocated by members of the school's leadership team;
- Promote and adhere to Nord Anglia Education's vision and values:
  - **Opportunity** – For us, opportunities need to be meaningful, about achieving potential and making progress.
  - **Impact** - For us, impact is about making a difference. It needs to be immediate, positive and lasting.
  - **Leadership** - For us, leadership is about considering the team's needs as well as your own, setting inspiring examples, being supportive and showing real accountability and responsibility.
  - **Respect** - For us, respect is about listening, being inclusive, showing tolerance and getting the little things right

## PERSON SPECIFICATIONS

| <b>Qualifications/Training</b>  |           |
|---|-----------|
| ▪ Qualified to degree level or above  | Essential |
| ▪ Qualified Teacher status  | Essential |
| <b>Experience / Knowledge</b>   |           |
| ▪ Proven track record with at least two years' teaching experience  | Essential |
| ▪ Demonstrable evidence of innovating and adapting curricula to engage children and enable them to perform highly | Essential |
| ▪ Experience of delivering a UK National Curriculum and/or the IB Diploma   | Desirable |
| ▪ Working in partnership with parents   | Essential |
| <b>Skills</b>   |           |
| ▪ Excellent oral and written communication skills   | Essential |
| ▪ Ability to engage children and enable them to perform highly  | Essential |
| <b>Personal Attributes</b>  |           |
| ▪ Passionate about education and young people   | Essential |
| ▪ Evidence of commitment to continuous professional development   | Essential |
| ▪ Confident global citizen or a willingness to become one   | Desirable |
| ▪ Understand the complex and demanding environment of an international school community                           | Desirable |

### **OTHER CONDITIONS**

Hold a current Enhanced Criminal Records Bureau Disclosure or equivalent for countries lived in outside of the UK.

Compliance with visa requirements for working in China