



## **Teacher - Full Time**

### **Proactivity | Creativity | Communicative | Hands on | Team Player**

A teacher's primary role is to facilitate development of a student's

- knowledge
- skills
- conceptual understanding
- social and emotional development

Key attributes:

- Teaching certification and/or relevant experience
- Knowledgeable and organized
- Able to facilitate, organize and manage groups of students with calmness and respect
- A team player who can collaborate with colleagues, volunteers and administrators
- A life-long learner, willing to participate in professional development and seek opportunities for further contributions to Ideas Academy

### **Reports to IA Director of Studies**

#### **Responsibilities:**

##### **Class**

*Our classrooms are thriving learning communities where students are supported, motivated and encouraged to reach their full potential*

- Follow school requirements for curriculum and syllabus, including content and assessment
- Plan, prepare, deliver and self-evaluate lessons that are creative, engaging and challenging
- Teach according to the education needs, abilities and goals of individual students (*differentiation*)
- Use a range of resources, activities and lessons that focus on inquiry-based and student-centred learning
- Assess, record and report on student development in knowledge, skills, understandings, social and emotional development
- Maintain order and focus in the classroom

- Follow registration procedures
- Undertake pastoral care duties, such as taking on the role of a form tutor and supporting students on an individual basis through academic or personal difficulties

### **School**

*Our school community succeeds when every member is an engaged and active part of the day to day running of the school.*

- Participate and support school-wide events such as celebratory days, extra curricular activities and field trips
- Be open and welcome to visitors to the school
- Provide supervision during lunch and break times
- Be an active team-player to ensure a caring and successful school community

### **Parents**

*Parents are equal partners in educating IA students.*

- Communicate with parents on student progress as required by the reporting calendar
- Be pro-active in updating parents on both successes and challenges that a student may be experiencing
- Respond to parent requests in a timely manner, seeking out translation services if necessary

### **Professional Development**

*We are life-long learners and professional development is an ongoing and regular part of a teacher's role.*

- Keep up to date with subject area topics and new resources suitable for your classes
- Actively participate in professional development sessions held at IA
- Collaborate with colleagues to share ideas and seek guidance to improve your teaching practice
- Participate in the teacher evaluation process
- Set goals and evaluate progress to continually develop as a teacher
- Participate in the school climate survey every 6 months

### **Teaching Schedule and Course Load**

- 40 teaching weeks per year
- 4 non-teaching weeks per year
- 40 hour work week (Monday - Friday, 8am - 4pm)
- 20 hrs (max) contact hours per week
- One extra curricular activity per term