



INTERNATIONAL SCHOOL OF RIMINI

JOB DESCRIPTION

Job Title: PYP TEACHER FULL TIME

Position Requirements:

Includes:

- Fluency in English - Mother Tongue Equivalent
- Minimum of a BA Degree
- Primary School Teaching Qualifications
- Previous Experience (minimum two years)
- Experience in Inquiry Driven approach to learning.
- Highly emotionally intelligent

Report to and Evaluated by: Head of School

Role Overview:

To provide an inclusive, nurturing, enriching and stimulating learning environment that supports students to reach their full potential cognitively, emotionally, socially and physically.

Specific Classroom Responsibilities Include:

Teaching & Learning

- Be enthusiastic and passionate when working with children, remaining alert and responsive to their needs and interests, modelling and supporting inquiry and play based learning.
- Demonstrate the highest levels of honesty, integrity and professionalism.
- Work in collaboration with the ISR leadership team, ensuring a safe and welcoming environment for all children and families.
- Lead and mentor teaching assistant, sustain a constructive teaching environment.
- Be responsible and accountable for the supervision of children at all times i.e. during classroom time and duties.
- Develop respectful and collaborative relationships with children, parents, colleagues and other members of the school community.
- Understand and work in accordance with the school policies and procedures.
- Support the school educational philosophy, and a culture of learning that fosters reflective practices, an internationally minded perspective and student's agency.
- Support the school's commitment to inclusion, ensuring all children and families can meaningfully participate within the program.
- Contribute to the development of the school, in line with the mission, vision and values of the school.
- Communicate clearly, respectfully and professionally with the children, parents, community and colleagues, both verbally and in writing.
- Promote the IBO Learner Profile acting as a role model for the students and ISR community in all aspects of the school life.
- Take part fully in all aspects of the life of the school.
- Any other reasonable duties at a level commensurate with that grade level.



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Management

- a. Manage the class timetable to ensure children have long periods of time to deeply inquire and play.
- b. Monitor, control, support and evaluate the use of grade Level resources ensuring appropriate resource deployment and the proposal of new resources for the grade level
- c. Maintain and control grade level budget
- d. Clarify whole-school policies for implementation at the grade level
- e. Participate in school wide strategic planning (internal & external) at all levels and to coordinate such planning outcomes at Grade level
- f. In case of a planned absence, prepare all learning activities for the relief teacher, with class time table and weekly planner.
- g. Be informed of and share important medical and dietary needs of students.
- h. Support all school initiatives with achieving accreditation or authorization with the IBO or CIS
- i. Be responsible for the coordination and compilation of student reports and full student's records of achievement.
- j. Oversee strategies to encourage achievement and positive attitudes towards teaching and learning, especially through the management of student behaviour.
- k. Monitor and actively support Education Outside the Classroom.
- l. Actively participate in regular school assemblies.
- m. Maintain regular (weekly) contact with parents via thorough documentation of learning and class newsletter.
- n. Participate in regular staff meetings and be a member of any ad hoc committees that may be needed
- o. Share professional expertise with colleagues and parents
- p. Liaise effectively with other Year Level teachers.
- q. Undertake any Continuing Professional Development as requested.
- r. Take part in the school's Performance Management Appraisal process

Review:

This Job Description will be reviewed on a yearly basis as part of the Performance Management cycle. It may also be reviewed outside such cycles at the request of either the Head of School or the post holder.

To support the post holder in the fulfilment of the terms of this Job Description, the International School of Rimini undertakes to provide, within the limitations of available resources:

1. A full and appropriate induction programme
2. Ongoing Professional Development opportunities, linked to agreed goals.
3. Personal and professional support as appropriate.
4. Equality of opportunity in career progression.
5. The best possible facilities, within the resources available, to enable the post holder to fulfill the agreed duties.