



**Whanganui Girls' College**

**JOB DESCRIPTION**

**POSITION TITLE:** Assistant Teacher

**DATE:** 22 July 2019

**NAME:**

**RESPONSIBLE TO:** HOD of English

**LEVEL OF RESPONSIBILITY:** Assistant Teacher

**Primary Purpose of the Position:**

- To provide an active learning approach to the delivery of the relevant New Zealand curriculum area to students
- To encourage students to adopt an enterprising attitude and to think for themselves

**Description of the Team/Department/Role:**

**Key Achievement Areas are:** (to be read in conjunction with the appropriate Professional Standards document)

For Secondary Teachers

- Professional knowledge
- Professional development
- Teaching Techniques
- Student management
- Motivation of Students
- Te Reo me ona Tikanga
- Effective Communication
- Support for and Co-operation with Colleagues
- Contribution to Wider School Activities

This job description has been drawn up between the Principal and

Teacher.....Principal .....

Date:.....

## **PERSON SPECIFICATION**

### **Knowledge and Experience**

- An advanced qualification appropriate to the major subject area or areas.
- A knowledge of the curriculum and willingness to teach NZQA and NCEA units.
- Holder of current registered teacher practicing certificate.

### **Skills**

- Well-developed inter-personal communication skills, both oral and written.
- Excellent organisational and management skills.
- Ability to work in a team situation.
- Experience preferable in restorative practice and PB4L

### **Personal Attributes**

- Interest in working with young people.
- Ability to motivate students.
- Energy and enthusiasm.
- An understanding and appreciation of cultural issues and a commitment to the development of a culturally sensitive environment.
- A genuine interest in the well-being and educational advancement of teenage girls.
- An open, warm and caring manner with the ability to display empathy in dealing with a wide range of students and adults.
- An outgoing and cheerful manner complemented by a balanced sense of humour.