

# English Teacher | Position Description



Reporting to: Head of Department

## Why your role matters:

Ascham values staff who demonstrate a positive and proactive approach to their work and have a willingness to participate in the life of the School. We look for vibrant, dedicated and capable staff who have initiative, empathy, a good sense of humour and a professional behaviour to help the School's achieve its objectives.

At Ascham, teachers are responsible for the intellectual development and wellbeing of their students. Teachers deliver excellence in developing and delivering academic programs through the Dalton Plan, administration of student assessment and results, marking and record keeping. Teachers also have a form class where they monitor the wellbeing of their students and deliver the wellbeing program. All teachers contribute to the activities of their department and the School as a whole.

## What you have to do to succeed:

### Curriculum, Teaching and Learning Responsibilities

- Writing, implementation and evaluation of teaching programs and Dalton assignments
- Evaluation of these teaching programs in relation to student progress
- Development of effective examination, testing and reporting procedures
- Using and developing innovative curriculum on the school Learning Management System
- Actively participates in the planning of curriculum, writing of programs and scope and sequences, writing of resources
- Use formative and summative assessment to determine student progress
- Creates a stimulating classroom environment where students can flourish
- Teaches within the Dalton Principles, including Responsibility, Independence, Collaboration and Reflection

### Professional Development

- The setting and maintaining of professional goals and standards
- Participate in professional development and compliance
- Keeps ups to date with pedagogical and educational trends

### Professional Behaviour

- Contribute to the life of the school
- Behave in professional and confidential manner at all times
- Provide assistance to members of the department and share resources
- Submits reports a professional standard that demonstrate an understanding of each student
- Submits marking, reports and results in a timely manner and meets deadlines
- Marks work for students within one week of submission

- Respond to parent concerns in a timely and professional manner

### Academic leadership to students

- Planning and oversight of individual student and group academic needs and progress, including enrichment (extension) and enhancement (support)
- Monitor and report on the progress of all students

### What do you need to succeed?

- A tertiary major in English literature and accreditation with NESAS
- Willingness to teach Extension 1 and 2 stage 6 syllabus (highly desirable)
- Excellent communication and writing skills
- Excellent ICT skills and willingness to develop ICT skills within an environment where students bring a personal device to school
- Willingness to carry out other duties as required by the Head of School that fall within the parameters of the role
- Provides references and Working with Children Documentation
- Supports the ethos and strategic direction of the school
- Ability to differentiate for a diverse group of non-selective students
- Ability to teach to the strengths of girls

### Desirable Attributes:

The ideal candidate would:

- Be a dynamic and inspiring teacher
- Contribute to a dynamic and highly experienced English department
- Share their expertise in English with staff and students
- Be familiar with the proposed BOSTES senior courses
- Be creative in the use of technology and the development of resources including written materials
- Participate in the broader English community
- Continue the tradition as one of the top performing departments in NSW
- Teach and foster an interest in academic extension programs for the gifted and talented
- Possess and promote a love of Science throughout the school.

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_