

Job Description –Secondary Teacher	
Reports to	Secondary School Principal
Location	Dar Essalam American School
Appointment	Full-Time
Scope of position	<p>DAS secondary teachers are responsible for planning, preparing and delivering high standards of instruction that result in ever-increasing student performance against international benchmarks. They are also responsible for creating a physical and emotional environment for students that is safe, supportive, motivating and in all ways conducive to learning.</p> <p>To be a successful DAS classroom teacher, you should be able to create an environment that is welcoming to students from different backgrounds and cultures. Ultimately, an exceptional classroom teacher will encourage students to interact with each other to improve their English-speaking skills, to adopt an inquisitive and creative approach to their learning, and to encourage and motivate students to explore the world around them. This teacher will be asked to collaborate with other disciplines, specifically to infuse language into content area learning.</p> <p>This teaching position will support collaboration and communication with teachers knowledgeable in the development of the DAS curriculum.</p> <p>All jobs will require training in Child Protection and Safeguarding.</p>
Key responsibilities	<ul style="list-style-type: none"> ● Conducting activities and lessons based on secondary teaching methodologies. ● Encouraging students to be engaged in learning ● Motivating students to induce a pleasant learning environment. ● Displaying excellent classroom management. ● Keeping accurate records of student performance. ● Communicating with the Principal, as needed.
Typical duties and responsibilities including, but not limited to:	<p>Subject Instruction:</p> <ul style="list-style-type: none"> ● Plan and deliver lessons in accordance with the curriculum of the school and educational standards. ● Use a variety of teaching methods to accommodate different learning styles. ● Incorporate technology and multimedia resources into lessons. <p>Assessment and Evaluation:</p> <ul style="list-style-type: none"> ● Design and administer assessments to measure student understanding and progress. ● Provide constructive feedback on assignments and exams. ● Maintain accurate records of student grades and performance.



Classroom Management:

- Establish and enforce classroom rules and expectations.
- Foster a positive and inclusive learning environment.

Curriculum Development:

- Collaborate with colleagues to develop and revise curriculum materials.
- Stay updated on educational trends and best practices.
- Integrate cross-cultural perspectives into the curriculum.

Parent Communication:

- Communicate regularly with parents regarding student progress and classroom activities.
- Attend parent-teacher conferences and other school events.
- Address parental concerns in a timely and professional manner.

Professional Development:

- Engage in ongoing professional development opportunities.
- Attend workshops, conferences, and training sessions to enhance teaching skills.
- Stay informed about changes in education policies and practices.

Cultural Sensitivity:

- Understand and appreciate the cultural diversity of the student body.
- Adapt teaching strategies to meet the needs of students from various cultural backgrounds.
- Foster a global perspective in the classroom.

Extracurricular Involvement:

- Participate in or lead extracurricular activities, such as clubs, sports, or academic competitions.
- Support students in their personal and academic development beyond the classroom.

Professional Collaboration:

- Collaborate with colleagues within the school and across the international education community
- Participate in team meetings, departmental meetings, and school committees.

Adaptability:

- Be flexible and adaptable to changes in curriculum, schedules, or student needs.
- Adjust teaching methods based on the diverse learning styles and abilities of students.

Technology Integration:

- Utilize technology for instructional purposes and communication with students and parents.
- Stay current with educational technology trends and tools.



	<p>Safety and Well-being:</p> <ul style="list-style-type: none">• Ensure the safety and well-being of students during classroom activities and school events.• Report and address any safety concerns promptly. <p><i>Carrying out other duties as requested by the secondary principal</i></p>
Required Skills, knowledge and abilities	<ul style="list-style-type: none">• Minimum Qualification : Bachelor’s degree in the teaching subject• Teaching certification/credential in the teaching subject• Two or more (2+) years experience and proven success in a teaching role• Understands how to support students who are linguistically diverse• Proven experience and expertise with the American and/or Finnish model of academic programs• Outstanding communicator verbally and in writing• Unimpeachable integrity and personal qualities of warmth, transparency and approachability, empathy and charismatic visibility
Preferred Skills, knowledge and abilities	<ul style="list-style-type: none">• Successful international, overseas experiences• Educational or professional experience in a culturally diverse environment• Experience in technology-based educational solutions• Visionary and strategically minded thinker• Community-minded and a community-builder
Additional Notes	<ul style="list-style-type: none">• <i>It is mandatory to hold a critical role in ensuring the effective implementation of child protection measures within the school community.</i>• Enforcing child protection policies and procedures in order to create a safe and secure environment for all students, staff and parents.• Collaborating with relevant stakeholders, such as other teachers, support staff, and counselors to ensure and maintain an effective child protection framework.• Investigating and addressing any reported incidents towards continuous improvement in child safeguarding practices.• Your leadership and commitment to child protection contributes significantly to the overall well-being and academic success of students under their care. <p>Occupational health and safety</p> <ul style="list-style-type: none">• Complying with workplace policies and procedures for risk identification, risk assessment, and risk control.• Participating in activities associated with the management of workplace health and safety.• Identifying and reporting health and safety risks, accidents, incidents, injuries, and property damages at the workplace.



Special Events

- All staff is required to attend all school events including but not limited to : Professional development days, sports days, special events, parent-teacher conferences, etc
- All Staff members are required to lead one after school activity each week for one full semester as well as participating in the school events that may take place after school hours or during the weekends.