



## Primary School Teacher

### Job Analysis

The Junior and Senior School, Junior School site, is looking to hire enthusiastic, hardworking individuals in the positions of **Primary School Teacher** for the Academic year 2022 – 2023 onwards.

The Junior School comprises of an enthusiastic, committed, and energetic team of teachers who offer our students the opportunity to develop through high-quality teaching, become confident, critical and independent thinkers.

### Duties and Responsibilities

The duties and responsibilities outlined in the detailed Job Description, are examples of a successful candidate. However, these are not to be construed as exclusive or all-inclusive.

### Requirements

- KYSATS recognized Degree in Education or similar
- Be able to communicate effectively within a team
- Be a positive, kind, and caring person
- Good behaviour management skills
- Previous experience in a school setting for at least three (3) years

### Location

We are welcoming expression of interest for our Junior School site.

### Remuneration

A competitive remuneration package will be offered to the successful candidates, according to qualifications and experience.

### Applications

All applications will be treated with the strictest confidentiality. Interested applicants should send their CV to [careers@tjss.ac.cy](mailto:careers@tjss.ac.cy) quoting “Primary Teacher/05.2022”, until the **15 May 2022**.

## Job Description

**Position:** Primary School Teacher

### Duties & Responsibilities

#### Learning and Teaching

- Planning and preparing stimulating, challenging, enjoyable learning opportunities which take into regard the curriculum of the School and the individual abilities of the pupils in the class
- Consistently teaching at a high level to ensure pupils' learning is challenging and progressing
- Whenever possible, giving immediate oral or written feedback to pupils about their learning so that they know how to improve
- Assessing, recording and reporting on the development, progress and attainment of pupils
- Checking on the academic progress of individual pupils on a regular basis
- Differentiating teaching materials so that tasks and expectations are appropriate and support and challenge pupils whatever their levels of ability
- Ensuring that all records and data collection are kept up to date and that information is passed onto Subject Leaders and the Head Teacher in a timely manner
- Communicating and consulting with the parents or carers of pupils about their child's progress in all areas
- Communicating and consulting with specialist teachers when required
- Communicating and co-operating with agencies outside the School as appropriate.
- Working as part of a team to plan collaborative schemes of work and learning plans for pupils in their particular year group

#### Discipline

- Providing guidance and advice to pupils on their social and emotional development
- Maintaining high standards of behaviour in all learning situations; being aware of the School's Behavioural Policy and procedures
- Maintaining a high standard of pupil behaviour in the playground and common areas, being alert and proactive and inform and liaise with class teachers when appropriate

#### Professional Development

- Reviewing on an ongoing basis, teaching methods and programmes of work
- Participating in arrangements for professional development which support the development of the whole School and the individual

#### Additional Duties

- Participating in meetings at the School when needed
- Attending one (1) afternoon activity of the School per week and two (2) duties during the School day

***This list includes the main duties and responsibilities of the above-mentioned position; however, it is not exhaustive. Any additional duties that might be deemed for you to undertake, will be communicated clearly and transparently. All professional staff are expected to undertake other duties and projects as may be reasonably required by the Principal and/or the line manager in accordance with the grade of the post. This job description is subject to regular discussion and review.***