



JOB DESCRIPTION

Title: Secondary Teacher

Reports to: Head of Department, Secondary Headteacher, Headmaster

Summary of Position:

Delivery and assessment of the academic and pastoral programme. The school is an IB World School. We currently use the National Curriculum for England and Wales for KS3 which is modified for our location in SE Asia, KS4 follow IGCSE (Cambridge International Examinations).

Qualifications:

Native English speaker with a BEd or Bachelor's degree plus a teaching qualification at postgraduate level (equivalent to a PGCE).

Duties & Responsibilities:

To be responsible for:

- the planning, delivery, assessment, monitoring and reporting of the relevant curriculum / children's academic progress for your class
- effective and appropriate liaison with parents when necessary
- effective and appropriate liaison with staff where necessary

To attend and participate in:

- all staff meetings
- Secondary meetings
- any whole school (eg: sports days / concerts / Loy Krathong / Chinese New Year / book week / international day etc.)
- parent / teacher information evenings
- Some INSET days
- any extraordinary meetings deemed necessary by the Secondary Headteacher / Headmaster

Duties:

- to undertake the stipulated number of weekly duties
- to arrive to your duty punctually
- to supervise the students proactively

Professionalism:

- to arrive to school punctually
- to maintain an appropriate dress code at school
- to uphold the image of Ascot International School both in and out of school





ASCOT INTERNATIONAL SCHOOL



Accredited by The Council of International Schools,
The Western Association of Schools and Colleges and the Thai Ministry of Education.