

POSITION DESCRIPTION

Teacher of Spanish 0.8FTE Term 4, 2017 then full-time Terms 1-3, 2018

Reporting to: Head of Department, Modern Languages
Assistant Principal - Curriculum

Functional Relationships:

Internal

- Executive Principal
- College Executive
- Members of the Common Room and the wider school community
- Students

External

- Parents
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Primary Function:

To teach Spanish across Years 9 to 13

Clarification of position:

Our Spanish Teacher is going on parental leave. This position is for a fixed period of one year only to cover her teaching timetable.

Key tasks:

- To teach classes as required by the Executive Principal
 - To maintain a positive and co-operative working relationship with other staff and students
 - To contribute actively to the pastoral care of students
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Ideal Person Specification:

Essential

- Registration by the Education Council of NZ
- The academic qualifications, enthusiasm and confidence needed to teach the Spanish language
- An up to date knowledge of the Spanish language curriculum
- The skills needed to prepare and deliver enjoyable and effective lessons using teaching strategies that provide for the needs of all students in the class, and to incorporate information and technology to enhance teaching and learning
- Excellent interpersonal and communication skills

- A professional approach and the ability to work co-operatively and effectively with colleagues to develop professional relationships
- Empathy and sensitivity to other cultures
- Ability to work independently and as part of a team

July 2017