



## ISB PYP TEACHER (Reception - Grade 5)

### ISB Guiding Statements

#### Vision

ISB develops students who are:

*'...compassionate and open-minded global citizens equipped with skills for lifelong learning that enable them to take action to create a just and sustainable world.'*

#### Mission

We strive to foster academic excellence in a challenging, inclusive and supportive environment where students feel able to reach their potential while preparing for higher education and beyond.

#### High Quality Learning

We believe high quality learning is empowering, impacting every students' development: a personal journey from individual starting points, providing opportunities for discovery and growth in a social and global context, leading to increasingly autonomous and independent learning.

#### An IB PYP/MYP/DP Teacher at ISB will:

- Openly embrace the ideals, principles and philosophy of the IBO
- Actively keep abreast with current developments of the PYP/MYP/DP
- Embrace the concept of internationalism
- Be sensitive to the needs of different cultures
- Be respectful of the opinion of others
- Embrace the concept of being a lifelong learner
- Be committed to the concepts and beliefs of a holistic education and actively care for the wellbeing of all learners
- Be a positive role model who seeks at all times to contribute to a harmonious school and school community.

#### Code of Conduct

Aligned with the accrediting bodies of the school, ISB has adopted the same code of ethics as CIS (Council of International Schools) for itself and for any employee or contracted member of the school.

All ISB members are expected to derive their conduct and professional practice from the principles of:

- fulfilling the promises stated in the guiding statements and the school's contract documents
- striving for excellence that positively impact students
- nurturing a culture of care in which the education, safety and well-being of the students and others are paramount
- complying with applicable laws and regulations
- respecting the dignity and ensuring equity for all stakeholders
- promoting global citizenship and international mindedness

Additionally, ISB expects of itself, as well as of all members of staff to adhere to the [IB Learner Profile](#) attributes, which encapsulates the essence of the features we strive to instill in our students and model as adults in order to meet the school's guiding statements.

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## **JOB DESCRIPTION**

**Report to and Evaluated by:** Principal

### **Role Overview**

To provide a supportive, caring, risk free environment that ensures that students are able to enjoy and maximize their learning through an inquiry driven programme of instruction, delivered in English.

### **Teaching & Learning**

- Apply knowledge of varied approaches to learning in instruction, lesson planning, guided questioning, and assessments
- Utilize technology effectively, where appropriate, both in classroom, instruction, and for learning assignments to advance the educational process and engage learners
- To teach groups of students within the class as determined by the curriculum needs composition and make up of the class
- To ensure the boundaries for student's behavioral expectations are agreed and published for all students
- Provide for the students a differentiated programme of instruction that incorporates appropriate challenges and high expectations of all learners
- Deliver the curriculum within the agreed framework and philosophy of the school
- To plan and coordinate lessons in accordance with the school's planning procedures
- To assess and report upon student progress in a consistent manner and in accordance with the School Assessment Policy
- To share in the overall responsibility for the academic progress, personal development, health and safety, discipline and well-being of all students
- To promote through teaching and learning the IBO Learner Profile
- To be proactive with reporting student progress to parents outside the normal reporting process
- To support IB core projects, such as the PYP Exhibition, Service Learning and CAS projects across the school, as well as participate in school's community based activities
- Any other reasonable duties at a level commensurate with that grade level

### **Classroom Management**

- To monitor, control, support and evaluate the use of grade level resources ensuring appropriate resource deployment and the proposal of new resources for the grade level
- Maintain and control grade level budget
- To clarify whole-school policies for implementation at the grade level
- To participate in school wide strategic planning (internal & external) at all levels and to coordinate such planning outcomes at grade level
- To support all school initiatives with achieving accreditation or authorization with the IBO, CIS, NEASC
- To be responsible for the coordination and compilation of student reports and full student's records of achievement
- To oversee strategies to encourage achievement and positive attitudes towards teaching and learning, especially through the management of student behavior
- To encourage and actively support education outside the classroom
- To actively participate in regular school assemblies
- To maintain regular (weekly) contact with parents via Toddle
- Participate in regular staff meetings and be a member of any ad hoc committees established
- To share professional expertise with colleagues and parents
- To liaise effectively with other teachers
- Undertake any continuing professional development as requested
- To take part in the school's performance management appraisal process

NB: Other duties/responsibilities deemed necessary by the school leadership may be added.

**Review**

This Job Description will be reviewed on a yearly basis as part of the Performance Management cycle. It may also be reviewed outside such a cycle at the request of either the Head of School or the post holder.

*To support the post holder in the fulfillment of the terms of this Job Description, the International School of Bologna undertakes to provide, within the limitations of available resources:*

- A full and appropriate induction programme
- Ongoing professional development opportunities, linked to agreed goals
- Personal and professional support as appropriate
- Equality of opportunity in career progression
- The best possible facilities, within the resources available, to enable the post holder to fulfill the agreed duties

**Position Requirements**

- Fluency in English – mother tongue equivalent
- Primary School teaching qualifications
- Previous IB experience (minimum two years)
- Experience with an inquiry and concept driven approach to learning and teaching
- Collegiality and willingness to work in a team

**Safeguarding**

The school follows safer recruitment procedures and candidates will be subject to associated background checks.

ISB employees are responsible for safeguarding and promoting the welfare of our learners. Our employees agree to abide by all child protection policies and procedures and agree to participate in all child protection/safeguarding checks and continuous training as mandated by the school as a condition of employment.