

Position Title: Teacher

Department: Academics & Programming

Reports to: Vice President of Education and Academic Management Chief Academic Officer, Deputy Chief Academic Officer for Curriculum and Instruction, Principal and the ** Chief Innovation & Implementation Officer and Deputy Chief Operating Officer for Talent Development and Human Resources**

Reporting to this position: None

Job Summary

To be an innovative, passionate and energetic about enhancing, transforming and reforming the way education is traditionally thought of for our students.

Nature and Scope of Position

- Handling a classroom of students and teaching them the subject that has been assigned
- Teach all the subjects, if have been assigned to teach so
- Take daily attendance and teach students proper behavior
- Maintain discipline among students, and make sure that they dress properly
- Assign homework and tasks that will help in their overall development to students
- Find new and productive ways of teaching students, that will help them learn faster, and more efficiently
- Pay special attention to weak students, and students with learning disabilities like dyslexia
- Communicate with parents of each student, and inform them of their child's development in school
- Coordinating with other colleagues and the principal of the school
- Teach students of ethical and moral ways to live in the society
- Maintain good and friendly relationships with the students and their parents, so that they can communicate openly with the teacher
- Teach from the curriculum decided by the educational authorities, but also give suggestions for improving it
- Encourage students to take part in developmental extracurricular activities, and recognize where the students' talents should be put to good use
- Finish the course on time and teach the students performance targets set by the school
- Complete all other tasks and duties given by the Supervisor on time
- Attend all the students and teachers meeting
- Participate in all the school's functions
- Other Duties
- Should have good knowledge in the latest technology
- Should keep self-updated on latest developments in the field of education

- Should be available during examinations for taking on the role of an Invigilator
- Stop students from partaking in any malpractices during examination

Qualifications:

- A Bachelor's or a Master's degree from a reputed institute, college or university
- Should fit into the requirements for the job set by State, District and City
- If teaching a specialized subject, should have the qualifications for that subject
- State Certification
- Experience in the field (required by some schools)
- Knowledge in technology
- Or any other combination of applicable education, training and experience which provides the knowledge, abilities, and skills necessary to perform effectively in the position.