

2024/2025 Academic Year

INFORMATION AND COMMUNICATIONS TECHNOLOGY (I.C.T) TEACHER (Male/Female): JOB DESCRIPTION / TEACHER PROFILE

We are searching for an innovative, energetic Information and Communications Technology (I.C.T) teacher to join our excellent department. The I.C.T teacher's responsibilities include preparing stimulating lessons, identifying and analyzing student needs, strengths, and weaknesses, overseeing experiments, as well as setting and grading assessments for our Junior High School students. As a Teacher, you should be able to work in a fast-paced environment, respond well to criticism, and thrive under pressure.

To be successful as an Information and Communications Technology (I.C.T) teacher, you should be passionate about your field of study and have a sound understanding of rules and methods. Outstanding candidates have superb instructional skills, are able to keep calm, and try their best to leave no student behind.

1. Qualifications and experience:

- Bachelor's Degree in Information and Communications Technology (ICT) or a related discipline.
- Relevant teaching certification may be required.
- A completed teaching apprenticeship would be advantageous.
- Tutoring experience would be advantageous.
- Familiarity with different types of teaching styles.
- Patience, innovation, and knowledge of classroom management and student discipline.
- Strong multitasking abilities.

2. Knowledge and Skills.

- Understanding curriculum requirements, and creating syllabi, lesson plans, and educational content that satisfy these requirements.
- Analyzing the needs, strengths, and weaknesses of students and structuring lessons and assessments around them.
- Adjusting teaching methods to suit different groups of learners.
- Creating engaging, stimulating lesson plans and asking frequent questions to make sure students are on track.

- e. Providing extra support to students that require it, and more challenging tasks to those who are ahead of the class.
- f. Keeping abreast of developments and research in the field, and using this to ensure lessons are relevant.
- g. Reporting any progress issues to the head of the department, as well as the parents.
- h. Attending meetings, training sessions, workshops, conferences, and other continuing education initiatives.
- i. Keeping the line of communication open between students, staff, and parents.

3. Responsibilities.

- a. To implement IESA planning, policies and procedures
- b. To liaise with the Head of Departments to ensure effective learning and to specified classes, including selecting resources and managing them efficiently in the classroom
- c. To participate in the design, development, implementation and review of the School Physical Education curriculum
- d. To participate in the design, development, implementation and review of evidence for learning systems 3.5.
- e. To promote the health, safety, wellbeing and child protection of assigned classes
- f. To participate in professional learning and contribute to regular staff training/meetings
- g. To encourage the team spirit on school premises
- h. To contribute to Change Through Partnership goals
- i. To contribute to the activities programme of the school
- j. To contribute to the development of positive relations with the wider community
- k. To enhance the professional standing of the teaching body.