



Job Description: History Teacher

General Purpose

• To plan, organize and implement an appropriate instructional program in a learning environment that guides and encourages students to develop and fulfill their academic potential. To participate in the community of teachers by contributing generously and in a positive manner in faculty meetings and other gatherings where good outcomes depend on productive discussion and problem-solving

Main Job Tasks and Responsibilities

- Teach up to 5 sections of middle school ancient history and high school world history
- Collaborate with Social Studies Department colleagues to ensure that our required and elective Science offerings meet student needs as well as the admissions requirements of Western colleges and universities
- Plan, prepare and deliver instructional activities that facilitate active learning experiences
- Develop lesson plans and unit plans based on the Understanding by Design framework
- Establish and communicate clear objectives on a daily basis for all learning activities
- Prepare classroom for class activities
- Provide a variety of learning materials and resources for use in educational activities so that all students are given the chance to access the intended learning
- Instruct and monitor students in the use of learning materials and equipment
- Use relevant technology to support instruction
- Observe and evaluate students' performance and development through the use of high quality assessments and observations
- Assign and assess class work, homework, tests and assignments in a timely manner
- Provide appropriate feedback on work
- Encourage and monitor the progress of individual students
- Maintain accurate and complete records on PowerSchool of students' progress
- Prepare reports on students, as required
- Manage student behavior in the classroom by establishing and enforcing rules and procedures





上海宋庆龄学校

SHANGHAI SOONG CHING LING SCHOOL

- Perform certain pastoral duties including student support, counseling students with academic problems and providing student encouragement
- Participate in department, faculty, parent, and other meetings as required
- Communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs keep updated with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities
- Participate in our comprehensive academic and extracurricular (ECA) program by offering an after-school activity and/or ECA

Qualifications

- Bachelor's degree or higher in education or a related field.
- 5 or more years of experience.
- Teaching credential/qualification, experience with standards-based curriculum, and experience at an international school preferred.



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