



## Position Description

Position title	Teacher
Employment Status	Permanent
Attendance Basis	Full-time (Monday to Friday, 7:15am-4pm)
Reports to	Phnom Penh Principal
Functional Relationships	PK-12 Principal, Deputies, Other teachers/Teacher Assistants, Academic Support and other HOPE staff

## About HOPE International School

HOPE International School is a Christian international school that exists to provide quality Christ-centered educational services to families living and serving in Cambodia.

Founded in 2002, HOPE International School has grown to become a vibrant and engaging school community that shares a vision of advancing world missions and seeing our students impact the world for Christ.

With 300 + students representing over 30 nationalities based across our two campuses in Phnom Penh and Siem Reap, HOPE strives to provide high-quality educational opportunities to all of our students within a truly international context.

HOPE utilizes a rigorous internationally recognized curriculum across all year levels (Preschool to Year 12) and biblical education is core to the HOPE experience. Students learn in a Christian environment that focuses on their spiritual development as well as providing opportunities to achieve in their academic, cultural and sporting pursuits.

## About the job

Every teacher at HOPE is a committed Christian who believes their position is not just a job, it is a calling. They interact with students each day with the common goal of using their unique skills and personalities to be positive role models and prepare students for a life of faith and service in the world.

The teacher will also commit to plan, implement and evaluate a dynamic and responsive curriculum from a Christian worldview that is developmentally challenging and engaging, and which seeks to enable each learner to extend their capacity and apply their learning



intellectually, emotionally, socially, morally and spiritually and reflect habits of mind and personal dispositions that:

- Show love and personal integrity.
- Use academic rigor and critical thinking.
- Reflect on their learning in order to improve.
- Demonstrate awareness of world systems and how they influence our lives.
- Value justice for all people.
- Use creative inquiry and expression to discover and communicate enduring understanding, deep knowledge and positive attitudes and actions.
- Show confidence in research.
- Develop a love of learning for life.
- Use diligence and responsible action in their learning as a member of the school and community.
- Show courage, initiative and independence in thought and action.
- Work cooperatively, generously and in collaboration with others.
- Develop faith in Christ

The teacher will be a professional colleague who will be part of a team of teachers who strive to achieve the aims and objectives of the school and will do all this as a ministry to the Lord's people under the leadership of the Lord Jesus Christ and in the spirit of Col 3:17: "*And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through him.*"

The Teacher reports to the PS-12 Principal.

### Duties and responsibilities include:

#### Spiritual Leadership

- Support the HOPE vision and goals as articulated by the Director and the HOPE School
- Strive to set an example of Christian living which is compatible with Biblical values and ethos of HOPE
- Be committed to Christian values in the performance of managerial/administrative duties
- Ensure regular attendance at staff devotionals
- Be actively involved in corporate worship and contribute to Devotions and Prayer with students and colleagues

- Demonstrate Christian community by: showing respect for other staff before students and the community; sharing in the responsibilities and duties of staff; collaborating and cooperating with other staff with the aim of implementing school aims and objectives
- Consider the interests of others before their own interests (Philippians 2:3,4)

### Curriculum

- Responsible for planning curriculum and units that identify learning outcomes, and assessments and utilizes assessment analysis to inform instruction and student learning
- Plan curriculum that emphasizes conceptual connections such as essential questions, enduring understandings and concepts, while ensuring that curriculum reflects a Biblical worldview and the Student Learning Results
- Apply best practice research to improve instruction and curriculum materials
- Report accurately and responsibly on students' progress and provide timely feedback to students
- Set constructive homework as per year level expectations and in line with IGCSE and IB Programmes
- Create and sustain an innovative learning environment that deals holistically with the educational, relational, emotional, spiritual and physical needs of students from a Biblical perspective.
- Provide a creative, challenging and inspiring learning environment for students as befits the high calling to which the Lord calls the teacher
- Encourage students to become
  - successful learners
  - confident and creative individuals and
  - active and informed citizens.

### Students:

- Treat all students with the respect due to being created in the image of God
- Exercise due care of the students' total wellbeing whilst under the teacher's care
- Give individual attention to each student insofar as the teacher is able
- Consult with the Student Support Team Coordinator and Principal, as required to identify and provide for children with additional learning needs including: academic, social, physical and spiritual
- Liaise with parents of students so that there is close co-operation between home and school, in consultation with the Principal

### Management and Administration

- Follow school policy, rules and expectations, including but not limited to Child Protection, Health and Safety, Financial and Code of conduct
- Attend all faculty meetings, year level meetings and subject/department/faculty meetings.
- Attend events such Open House, Parent Teacher evenings, parent information evenings, presentation evening, and camp.
- Participate in extracurricular activities that includes overnight camps and excursions
- Record on a continuous basis students' assessments both formative and summative/performances accurately and carefully
- Keep an accurate record of student attendance, as required
- Order and organise materials as required for teaching and within approved budget limitations
- Meet regularly to cooperatively plan and implement appropriate curriculum plans and school events
- Ensure effective planning of special school programmes and complete risk assessments as required, e.g. excursions, camps, sports, educational visits
- Instruct and supervise the teacher assistant (as appropriate)
- Implement school dress code policy
- Supervise allocated yard duties
- Participate in all emergency procedures
- Other duties as delegated by the principal or his/her delegate to ensure the safety and wellbeing of students and colleagues

### Student Discipline and Care

- Exercise appropriate discipline in line with school policy
- Be the first point of reference for students, parents, or teachers who are wishing to express concerns about the conduct of a student in your class
- Liaise with parents, Pastoral Teachers, Deputy Principals and other professionals to find ways of assisting students.
- Work with the Principal in matters that require serious disciplinary action, suspension or expulsion.
- Will listen to the needs and concerns of students and parents, exercising wisdom and discernment in dealings with them.

### Person Specifications

#### Qualifications



- Bachelor of Education, or Bachelor Degree in relevant major subject(s) with Postgraduate Diploma in Education
- Minimum of 12 months experience working as a teacher is preferred
- Strong English language skills (verbal and written)
- Excellent computer skills

#### Attributes

- Mature Christian demonstrating Godly wisdom and Christ-like qualities
- A well-developed understanding of and commitment to the principles of Christian education
- Demonstrate successful teaching experience
- Experience in and awareness of current teaching and learning pedagogy, research, and practice.
- Interest and experience in the integration of technology into teaching and learning in the classroom
- Effective problem-solving skills
- Excellent communication skills and highly relational
- Flexibility, workload prioritization, and ability to manage multiple tasks effectively and proactively
- High level accuracy and attention to detail
- Solutions oriented and able to work flexibly
- Demonstrate ability to organize, lead, and deliver professional learning programs
- Highly developed skills in leading and managing change in an educational setting, including the leadership of others
- An ability to motivate staff, develop their talents, and build an effective team
- Be flexible, as this role will occasionally involve work outside the normal school hours.