



## **INDIAN SCHOOL AL WADI AL KABIR**

### **TEACHER – ENGLISH & MATH (GRADES 3 – 5)**

### **JOB PROFILE – ROLES AND RESPONSIBILITIES**

The Primary Teacher for English and Mathematics for Grades 3-5 is responsible for delivering comprehensive and engaging lessons that build foundational skills in both language arts and mathematics. This role involves creating a stimulating and supportive learning environment, utilizing diverse teaching methods to cater to varied learning styles. The teacher will collaborate with the primary school team to promote the academic growth and holistic development of each student.

#### **Key Responsibilities:**

##### **1. Instruction in English:**

- Plan and deliver engaging English lessons covering reading, writing, grammar, vocabulary, and comprehension skills.
- Foster a love for literature by introducing a variety of age-appropriate texts and encouraging active participation in reading activities.
- Enhance students' communication skills through discussions, presentations, and creative writing exercises.
- Assess and monitor student progress in language arts, providing constructive feedback and individualized support.

##### **2. Instruction in Mathematics:**

- Design and implement interactive math lessons that cover number sense, basic operations, fractions, measurements, geometry, and problem-solving skills.
- Utilize manipulatives, visual aids, and real-life examples to make abstract mathematical concepts accessible and engaging.
- Monitor students' mathematical understanding, offering targeted interventions to support skill development and mastery.

##### **3. Differentiated Instruction:**

- Adapt teaching methods and materials to meet the diverse needs and learning styles of students.
- Provide enrichment activities or additional support to ensure all students are appropriately challenged and supported.

##### **4. Classroom Management:**

- Create a positive, inclusive, and respectful classroom environment that encourages active learning and participation.
- Implement effective classroom management strategies to maintain an organized and productive learning space.
- Establish clear expectations for behaviour and academic responsibilities, fostering a culture of respect and responsibility.

**5. Assessment and Reporting:**

- Develop and administer formative and summative assessments in both English and Mathematics to evaluate student learning.
- Maintain accurate records of student performance, progress, and areas needing improvement.
- Communicate regularly with parents and guardians through progress reports, meetings, and conferences to discuss student achievements and concerns.

**6. Collaboration with Colleagues:**

- Work collaboratively with other primary teachers to align curriculum goals, share resources, and develop cross-curricular activities.
- Participate actively in staff meetings, professional development sessions, and collaborative planning.

**7. Curriculum Development:**

- Contribute to the development and refinement of the English and Mathematics curriculum, ensuring it meets educational standards and the needs of students.
- Integrate technology and innovative teaching strategies to enhance learning outcomes.

**8. Professional Development:**

- Stay updated on best practices in primary education, literacy, and numeracy instruction.
- Engage in ongoing professional growth through workshops, courses, and other development opportunities.

Note, the above-mentioned areas though covered extensively are not exhaustive. The teacher will attend to all other additional duties as per the need of the hour, in the best interest of the institution and make contributions and recommendations from time-to-time to uphold the name of the school.

**Reports to:** The Primary Academic Coordinator (English & Mathematics) / AVP / VP