



## St. Joseph's Institution International School

### POSITION DESCRIPTION

<b>Job Title:</b>	<i>Biology Teacher</i>		
<b>Reporting To:</b>	<i>Head of Science</i>		
<b>Effective starting from:</b>	<i>1 August 2026</i>	<b>To:</b>	<i>31 July 2028</i>

#### **Primary Purpose:**

The **Biology Teacher's** primary responsibility is to ensure the high quality delivery of lessons to students in **Biology** and contribution to **Key Stage 3 (KS3) Science**, as well as carrying out other duties as required by the Head of Department.

#### **Position in Context:**

The **Biology Teacher** is responsible to the **Head of Science** and will be part of the Science department who are responsible for the delivery of Science across **Key Stage 3, IGCSE (Biology and/or Coordinated Science) and A Level Biology**.

#### **Personal Specifications:**

- Emotional and social intelligence
- Decision making and problem-solving skills
- Excellent communication
- Excellent organisational and time management skills
- Ability to work collaboratively with staff, students, parents, administrative staff and the SLT
- Diligence

#### **Major Activities**

- Teaching and Learning
- Planning
- Assessment and reporting
- Managing own performance and professional development
- Managing and developing relationships within the school
- Building and maintaining relationships with parents and the wider community
- Managing resources
- Other activities



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#### Specific Duties and Responsibilities:

##### 1. Teaching and Learning

- Ensure effective teaching and management of classes, groups and individuals so that objectives are met, progress and challenge are maintained and the best use is made of teaching time.
- Use teaching methods, which will engage and stimulate pupils' intellectual curiosity in **Biology and Science**, including the use of effective questioning, clear presentation, and effective use of resources, with a focus on **practical and investigative work**.
- Set high expectations for pupils' behaviour, establishing and maintaining a good standard of behaviour management through focused teaching and create positive and productive relationships in accordance with the rules and behaviour policy of the school.

##### 2. Planning

- Identify clear teaching objectives, content, structures and sequences of lessons appropriate to the educational needs of the pupils, with particular attention to the **Biology curriculum**.
- Set appropriate, yet challenging expectations for pupils' learning, building on prior attainment.
- Identify pupils who may require additional support and know where to get help in order to give positive and targeted support.
- Ensure that planning shows a clear understanding of the Year group expectations and leads to progression within lessons and over sequences of lesson.

##### 3. Assessment and Reporting

- To assess pupils' achievements and progress in accordance with agreed policies and procedures.
- Implement AfL to evaluate how well learning objectives are/have been achieved and adapt future teaching and learning accordingly.
- Mark and monitor pupils' class and homework providing constructive oral and written feedback, providing focus for pupils' progress to ensure they meet individual and Year group targets.

##### 4. Managing Own Performance and Professional Development

- Understand the need to take responsibility for their own professional development.
- Keep up to date with research and developments in pedagogy as relevant to their curriculum team and Phase, particularly in the field of **Biology and Science education**.
- Understand their professional responsibilities in relation to school policies and procedures.
- Make the most of PD opportunities provided.
- Reflect on their own teaching critically and use this to improve their teaching.

##### 5. Managing and Developing Relations within the School

- Interact on a professional level with academic and administrative colleagues to establish productive working relationships.
- To contribute to meetings, discussions and systems to facilitate the smooth running of the school.



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#### 6. Relations with Parents and the Wider Community

- Prepare and present informative reports to parents in a professional manner.
- Facilitate parental engagement by ensuring Home Learning tasks detail how parents can assist their children.
- Prepare presentations for parental groups as required.

#### 7. Managing Resources

- Select appropriate resources to support learners in achieving teaching objectives.
- Select resources to add practical activities and create interest for learners, while adhering to **lab safety standards**.

#### Other

- Act as a role model to the pupils they teach in their personal presentation and conduct.
- To meet statutory responsibilities and company policies with regard to Health and Safety.
- To promote and adhere to the Lasallian Mission and Core Values of SJIIS
- Any other duties considered necessary as allocated by the Head of School.