

Primary Arabic Teacher Job Description

UIS recognizes the importance of qualified, dedicated professional teaching staff. UIS teachers develop the full potential of each student. They promote IB Learner Profile attributes, employ appropriate teaching and learning strategies, and support the Mission, Vision, and Values of the school. UIS teachers are committed to their personal and professional development in order to further inspire and guide their students to become lifelong learners and responsible citizens of the world.

Teaching and Learning

- Demonstrate expertise, enthusiasm, and creativity in the delivery of curriculum with appropriate pedagogy
- Seek opportunities within the curriculum to provide inquiry and to use a variety of instructional resources
- Emphasize the interconnectedness of all subjects taught in school in line with the school's philosophy and that of the International Baccalaureate
- Maintain a positive, friendly, vibrant classroom
- Plan and deliver lessons and units of work appropriate to student grade and needs with clear learning objectives, organized in a sequential manner and stored in the school's information management program in the approved format
- Meet the learning needs of all students through creating and documenting differentiated plans
- Evaluate daily and weekly planning, ensuring that it builds on current and previous achievement and allows for student agency
- Ensure that assignments are returned promptly with constructive feedback including specific comments on strengths and areas for improvement, setting individualized goals with students
- Use formative and summative assessments effectively and with appropriate criteria in order to set realistic and challenging targets for improvement and to inform future teaching
- Set consistently high expectations for student attitudes towards learning and to ensure that classrooms are engaging learning spaces
- Teach and emphasize the meaning and importance of international-mindedness
- Emphasize the school's Mission, Vision, and Values through teaching and learning

Pastoral Responsibilities

- Support the social, emotional and psychological development of students
- Embody, model, and promote the IB Learner Profile attributes and Approaches to Learning in order to promote student development
- Celebrate student achievements both in and out of school
- Respond sensitively when dealing with children, ensuring that any concern they have is addressed professionally and promptly

Professionalism

- Manage and monitor each child's progress, ensuring all marking, assessments, portfolios, and class records are kept up-to-date
- Provide regular informative and motivating student reports
- Work collaboratively with all staff, including:
 - Teachers by grade level, subject, division, whole school
 - Inclusion Coordinator/Counselor
 - School leadership
 - Committees
 - IB Program
 - Curriculum development groups
- Communicate effectively and appropriately with the school community, both orally and in writing in line with the school's Style Guide
- Respond to communications in a timely manner
- Maintain open and consistent channels of communication with parents regarding student progress
- Participate in school events such as parent conferences and professional training that may occur outside of normal working hours
- Reflect on professional practice in order to develop a thorough understanding of effective teaching methods
- Display competence and confidence in using media and technology appropriately
- Undertake any professional duties as required by school leadership
- Be present in the classroom or other teaching space throughout the entire lesson in order to ensure student safety
- Participate effectively in the school's service programs
- Acknowledge that student safety is paramount at all times
- Understand and practice vigilant student safeguarding and duty of care
- Uphold the professional standards of UIS in work and in community relationships
- Know, understand, and comply with all school policies and procedures

Reporting Line

The Primary Arabic teacher reports to the Head of Primary.

Qualifications

- Bachelor's Degree recognized by the Egyptian Ministry of Education as a qualification to teach as follow:
 - Bachelor of Education Arabic Language
 - Bachelor of Arts in Arabic Language
 - Bachelor of Dar al-Ulum
 - Bachelor's degree in Kindergarten Arabic Language (From Early Years 1 through Grade 1)
- Minimum C1 level of English

- Minimum of 3 years teaching experience for foreign hires, and teaching experience for local-hires
- Experience in IB PYP preferred
- Experience in international curriculum schools preferred
- Professional Educator Diploma or other teacher qualification preferred