



## ISB SUPPORT TEACHER

(PYP Early Years - Grade 2)

### ISB Guiding Statements

#### Vision

ISB develops students who are *'compassionate and open-minded global citizens equipped with skills for lifelong learning that enable them to take action to create a just and sustainable world'*

#### Mission

We strive to foster academic excellence in a challenging, inclusive and supportive environment where students feel able to reach their potential while preparing for higher education and beyond.

#### High Quality Learning

We believe high quality learning is empowering, impacting every students' development: a personal journey from individual starting points, providing opportunities for discovery and growth in a social and global context, leading to increasingly autonomous and independent learning.

#### An IB PYP/MYP/DP Teacher at ISB will:

- Openly embrace the ideals, principles and philosophy of the IBO
- Actively keep abreast with current developments of the PYP/MYP/DP
- Embrace the concept of internationalism
- Be sensitive to the needs of different cultures
- Be respectful of the opinion of others
- Embrace the concept of being a lifelong learner
- Be committed to the concepts and beliefs of a holistic education and actively care for the wellbeing of all learners
- Be a positive role model who seeks at all times to contribute to a harmonious school and school community.

#### Code of Conduct

Aligned with the accrediting bodies of the school, ISB has adopted the same code of ethics as CIS (Council of International Schools) for itself and for any employee or contracted member of the school.

All ISB members are expected to derive their conduct and professional practice from the principles of:

- fulfilling the promises stated in the guiding statements and the school's contract documents
- striving for excellence that positively impact students
- nurturing a culture of care in which the education, safety and well-being of the students and others are paramount
- complying with applicable laws and regulations
- respecting the dignity and ensuring equity for all stakeholders
- promoting global citizenship and international mindedness

Additionally, ISB expects of itself, as well as of all members of staff to adhere to the [IB Learner Profile](#) attributes, which encapsulates the essence of the features we strive to instill in our students and model as adults in order to meet the school's guiding statements.

## JOB DESCRIPTION

**Report and Evaluation by:** Primary Principal

### Role Overview

To provide a supportive, caring, risk free environment where children learn through play, have fun and are able to grow, develop and challenge themselves through an inquiry and concept based PYP framework for learning delivered in English.

### Responsibilities of the position

Including, but not limited to:

- Works as part of a collaborative team, supporting all areas of the children's learning
- Helps prepare and maintain a purposeful, inclusive and supportive child-centric learning environment
- Supports in establishing and sustaining a strong culture for learner voice, choice and agency
- Uses inquiry-based questioning and discussion techniques
- Actively engages students in their own learning
- Supports the organization of a classroom environment where the learning process is made visible, including the production, maintenance and storage of resources within the classroom or storage spaces
- Assists in the organization and carrying out of field trips that make purposeful learning connections outside of campus
- Demonstrates flexibility at work and responsiveness to children's needs
- Performs supervision of early morning drop-off/break/lunch or other duties as directed by the Primary Principal

### General Expectations

- Models and promotes the [IB Learner Profile](#)
- Demonstrates working knowledge of early childhood/elementary education, pedagogy and practices
- Demonstrates working knowledge of instructional design
- Upholds utmost confidentiality about children and any sensitive matters relating to individuals, learning and the school
- Shares in the overall responsibility for the learning progress, personal development, health, safety, and well-being of all children
- Consistently demonstrates professionalism
- Supports the school's evaluations with the IBO, CIS, NEASC
- Participates in regular school assemblies
- Participates in regular staff meetings
- Takes part in the school's professional growth/appraisal process
- Undertakes any continuing professional development as requested

NB: Other duties/responsibilities deemed necessary by the school leadership may be added. ISB job descriptions may be reviewed based on the development and needs of the school.

### Position Requirements:

- Fluency in English – mother tongue equivalent
- Have a responsible, and positive disposition and be able to collaborate and work flexibly as member of the whole school team
- Highly developed internationally-minded, positive interpersonal and collaborative skills
- Highly developed organizational skills and ability to meet deadlines
- The ability to be flexible, patient, adapt to new situations and innovate learning environments
- A positive attitude to learners, teachers and parents
- Proactively support the [mission, vision and values](#) of the school

**Safeguarding**

The school follows safer recruitment procedures and candidates will be subject to associated background checks.

ISB employees are responsible for safeguarding and promoting the welfare of our learners. Our employees agree to abide by all child protection policies and procedures and agree to participate in all child protection/safeguarding checks and continuous training as mandated by the school as a condition of employment.