



**POSITION: Intermediate Phase Teacher (Preparatory School)**

**APPLICATION REQUIREMENTS**

This is a full-time position requiring the successful candidate to teach Grade 5.

**PLEASE NOTE THAT CONSIDERATION WILL ONLY BE GIVEN TO CANDIDATES WITH:**

- An appropriate university degree and professional qualification
- SACE registration
- 5 years teaching experience in Intermediate Phase
- Sound IT skills
- Excellent organisational and administrative skills
- Excellent interpersonal skills with staff, pupils and parents
- Self-motivation and the ability to use one's own initiative
- A genuine interest in, and concern for pupils
- A proactive and dynamic approach to education
- The ability to motivate and work closely and co-operatively with colleagues
- The ability to implement and be supportive of management's vision
- The ability to uphold the ethos and values of Epworth

**IT WOULD BE ADVANTAGEOUS FOR CANDIDATES TO:**

- Have experience coaching sport at Preparatory School level

**JOB PROFILE**

**1 Teaching Responsibilities**

- 1.1 Responsible for the preparation and compilation of teaching resources, the setting of notes, assignments and themes within the framework of the planned academic programme
- 1.2 Set innovative tasks and alternative assessments
- 1.3 Have a good knowledge of, and experience in, teaching in the Intermediate Phase
- 1.4 The ability to teach and work with mixed ability classes
- 1.5 Actively use technology in teaching
- 1.6 Provide academic support to pupils within the department through extra lessons and tutorials
- 1.7 Involve the pupils in extension activities which build a love and greater appreciation for the subject

**2 Academic Related Responsibilities**

- 2.1 Attend weekly staff meetings
- 2.2 Attend departmental meetings
- 2.3 Participate in staff development
- 2.4 Attend parent-teacher meetings
- 2.5 Participate in the normal operational duties within the school

2.6 Attend courses / conferences aimed at professional and personal growth

### **3 Involvement in the School**

- 3.1 Be involved in, and supportive of, the co-curricular life of the school
- 3.2 Attend Chapel and Assembly
- 3.3 Provide appropriate role modelling and pastoral support to pupils
- 3.4 Exhibit professional behaviour at all times

### **APPLICATION PROCEDURE**

Please submit:

- A covering / motivation letter
- Curriculum Vitae
- Names and contact details of three referees

Please ensure that the above information is contained in one document and attached to the email. Certificates and other documents, on request only.

Your application should be addressed to the Prep School Principal and emailed to [hr@epworth.co.za](mailto:hr@epworth.co.za)

Closing date for applications is Wednesday, 25 May 2022.

*Epworth School, in line with POPIA (Protection of Personal Information Act), will attempt to ensure the confidentiality of all applicants for this role. All reasonable measures will be in place to protect personal information but will be used in the recruitment, selection, and reporting process. By submitting your application for this position, you are recognising and accepting this disclaimer*

### **COMMENCEMENT DATE**

1 July 2022 or by mutual agreement

**EPWORTH SCHOOL IS AN EQUAL OPPORTUNITY EMPLOYER.**

**WE RESERVE THE RIGHT NOT TO MAKE AN APPOINTMENT FOR THIS POSITION.**

**AN APPLICATION IN ITSELF DOES NOT ENTITLE THE APPLICANT TO AN INTERVIEW.**