



OAKWOOD INTEGRATED PRIMARY SCHOOL

ASSISTANT TEACHER Key Stage 2 initially+ (Primary 5)

Job Description

The duties and responsibilities of assistant teachers at the above school will be as specified in The School Teachers' Pay and Conditions Document 1987, (commonly known as The Jordanstown Agreement), and amendments to that document.

In addition, assistant teachers will be required to undertake the following:

- Contribute to the development of an integrated, inclusive ethos in day to day work at the school, particularly in teaching, relationships and sexuality, participation in cross community projects and the development of school policy. In promoting an integrated and inclusive society, teachers are required to visit a variety of places of worship and be supportive of those children preparing for their sacraments;
- Shared responsibility for content, organisation, dissemination, review and development of designated areas of the curriculum;
- shared responsibility for securing equality of provision and treatment for all who learn and work in the school;
- participation in policy making and decision making;
- participation in agreeing, implementing and reviewing systems and practice in the school;
- co-ordination and dissemination of information (e.g. on areas of the curriculum for which responsible), to colleagues, and to governors and parents as appropriate;
- requisition of materials, resources and equipment for designated areas of responsibility;
- shared responsibility with colleagues for the effective organisation, running and development of the school, to include deputising for the Principal as required;
- participation in agreeing, implementing and reviewing effective channels of communication between home and school;
- promotion of partnership between home and school;
- implementation of a child-centred approach to teaching and learning;

- ensuring that a positive and caring relationship with pupils during class time is established and maintained;
- fully participating in all continuous professional development opportunities made available through the Principal, within and across partner schools;
- shared responsibility for developing good relationships with the community and particularly with other schools in the area;
- shared responsibility for promoting the school in the community.

NB: The above is an exemplar of the MAJOR TASKS and ACTIVITIES of the post. It is not intended as an exhaustive list of every one of the post holder's duties. The full professional duties of the post are as set out in Schedule 3 of the teachers' (Terms and Conditions of Employment) Regulations (NI) 1987.

+ The successful applicant will teach a Primary 5 class initially. In order to meet the needs of the school, you may be required to teach other year groups.

SALARY

Teachers will be appointed initially to the Common Professional Spine according to qualifications and experience.