

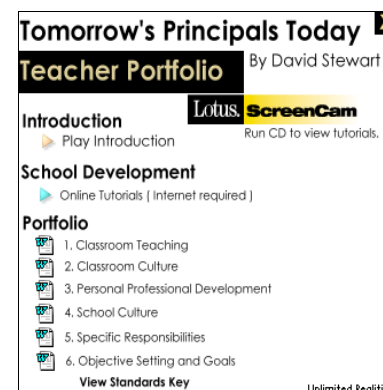
Professional Standards for Teachers (Adapted from http://minedu.govt.nz/Schools/Performance/Management)	Key
Professional Knowledge <ul style="list-style-type: none"> Curriculum Treaty of Waitangi Learning and Assessment Theory 	PK PKC PKT PKL&A
Teaching Techniques <ul style="list-style-type: none"> Planning and Preparation Teaching and Learning Strategies Assessment and Reporting Use of Resources and Technology 	TT TTPP TTTL TTAR TTRT
Motivation of Students <ul style="list-style-type: none"> Student engagement in Learning Expectations that value and promote learning 	MS MSL MSE
Classroom Management <ul style="list-style-type: none"> Student behaviour Physical environment Respect and understanding 	CM CMS CMP CMR
Communication <ul style="list-style-type: none"> Students Colleagues Families/Whanau 	C CS CC CF
<ul style="list-style-type: none"> Support for and co-operation with colleagues 	SC
<ul style="list-style-type: none"> Contribution to wider school activities 	WSA

A CONCEPTUAL JOB DESCRIPTION *TEACHER*

This version of the Teacher Job Description was published in:

David Stewart. *Tomorrow's Principals Today*, Kanuka Grove Press Massey University, Palmerston North 2000. Pp 83-88.

It is the index and organiser for the Digital Teacher Portfolio programme illustrated below.



Active screen for Digital Teacher Portfolio

1. Classroom teaching

Concept

Providing quality learning opportunities based on The Curriculum Guidelines and targeted to the specific needs of this class group.

KEY OBJECTIVES	RESULTS EXPECTED	STANDARD
Establish entry level for individuals File Stamp:	Cumulative pupil progress.	PKC CS
Design and plan learning sequences. File Stamp:	Area, class, group, individual plans and programmes.	MSL PKL&A SC
Set achievable goals. File Stamp:	Individual pupils know specific goals.	TTPP TTTL TTRT
Evaluate learning experiences and outcomes. File Stamp:	Cumulative pupil profiles demonstrate growing mastery and are available on request.	PKL&A CS TTAR MSL SC
Reteach where necessary or appropriate. File Stamp:	Learning episodes revisited result in mastery.	TTTL TTAR

OBJECTIVE SETTING: GOALS 200_

1. Classroom Teaching

File Stamp:

2. Classroom Culture

File Stamp:

3. Personal Professional Development

File Stamp:

4. School Culture

File Stamp:

Special Responsibilities

File Stamp:

Signed..... **Teacher**

..... **Principal**

Date

5. Specific responsibilities.

Concept

To demonstrate to others by example, effective and elaborated skills as a classroom teacher and share with the principal the responsibility for promoting and maintaining an optimum learning community.

KEY OBJECTIVES	RESULTS EXPECTED	STANDARD
Provide examples of a wide variety of teaching techniques through regular class teaching activities. File Stamp:	Other staff will seek advice and support regarding classroom practice.	TT SC
Demonstrate knowledge, understanding and support for the school's development objectives. File Stamp:	Be able to communicate with staff, students and parents regarding the essential elements of school life.	PK WSA
Take responsibility to manage and coordinate delegated school activities. File Stamp:	A school where a high level of problem solving strategies dominate activity.	MS CM WSA
Promote QLCs through active participation and commitment to learning and teaching theory. File Stamp:	All staff will be enthusiastic about QLCs and look to the deputy principal for further intellectual input.	CC SC
Deputise for the principal when required. File Stamp:	The school will continue to function effectively and predictably when the principal is not present.	CS CC CF SC WSA

2. Classroom culture

Concept

Developing a classroom culture where individuals are encouraged, respected, and challenged intellectually, physically, and socially.

KEY OBJECTIVES	RESULTS EXPECTED	STANDARD
Develop classrooms where students feel safe, relaxed and committed. File Stamp:	A progression from custodial care to mastery learning throughout the year.	CM CMR SC
Ensure tasks are within capabilities of students. File Stamp:	All students will experience success.	CS TTTL WSA
Maintain a classroom where praise and positive reinforcement predominate. File Stamp:	Students will reinforce each other.	CMR
Ensure that the classroom is an attractive, orderly place, where equipment/resources are well managed. File Stamp:	A stimulating, constantly changing classroom, with all involved in its maintenance.	CMP SC
Recognise individual differences and provide for a variety of learning modes and groupings. File Stamp:	All students able to work effectively in a variety of modes.	CMS CS TTTL SC WSA

3. Personal professional development

Concept

Maintaining an understanding of developing trends in education, keeping up to date in curriculum development and participating fully in teacher development and Quality Learning

KEY OBJECTIVES	RESULTS EXPECTED	STANDARD
Read a variety of educational articles and journals. File Stamp:	Incorporate new ideas into teaching repertoire.	PKC PKT PKL&A
Take part in school-based and district based in-service. File Stamp:	Discuss, examine, modify, present teaching practices.	PK TTTL SC WSA
Share ideas and practices with colleagues. File Stamp:	Take an active part in small group and whole of staff meetings.	CC SC
Be involved in visiting and being visited by colleagues in the classroom and subsequent discussions. File Stamp:	Follow a thematic School Development approach.	MSL MSE SC WSA
Take an active part in Quality Learning Circles. File Stamp:	Develop an active, reflective-practice mode of improving professional competence.	PK TT MS CM C SC WSA

4. School culture

Concept

Maintaining a professional stance both within the school and within the community in order to foster the highest quality teaching and learning.

KEY OBJECTIVES	RESULTS EXPECTED	STANDARD
Participate in student activities outside the classroom. File Stamp:	A high level of student activity throughout the day. Promotion of EOC. Trips, visits, and exchanges occurring regularly.	MSL MSE CF SC WSA
Communicate with parents/ caregivers regarding pupil progress. File Stamp:	Maintain a six weekly report cycle. Attend meetings of parents and offer interviews.	CF SC WSA
Support the school's image in the community. File Stamp:	Individual confidentiality respected. Problems resolved within the institution. Students' positive attributes promoted. Visitors made welcome.	PK CF WSA
Participate in whole-of-school events. File Stamp:	Commitment to a collegial relationship.	CC WSA
Actively promote, by example, appropriate and desirable pupil behaviour. File Stamp:	Teachers will listen to a variety of points of view; will be available for individual help and advice; will model courtesy; will act fairly, show a sense of humour, etc.	MSL MSE SC WSA