

## JOB DESCRIPTION

**Cognita Schools are committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. Safer recruitment practice and pre-employment background checks will be undertaken before any appointment is confirmed**

Position Title	Visual Art Teacher (Early Learning Centre)	Reference: 161209
Function/Department	Visual Art	Location: Stamford – Lorong Chuan Campus
Manager Name & Title	Head of Department / Early Years Principal	
Position Type	Fixed Term	
Position Status	Full Time	

### Position Objective

The role of the Visual Art Teacher is essentially to build and maintain a successful Visual Art education program within the school by providing an educational atmosphere conducive to learning and developing through the process of inquiry and in conjunction with the International Baccalaureate Primary Years Program.

### Responsibilities

**The job holder's responsibility for promoting and safeguarding the welfare of children and young person's for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School's Child Protection Officer/Designated Safeguarding Lead or to the Head of indeed to the Regional CEP so that a referral can be made accordingly to the relevant third part services.**

#### Relationships:

- Developing trusting and effective relationships with the all the children in the class and their parents
- Establishing supportive and positive working relationships with all other members of staff
- Becoming a presence across the whole school and a representative of it within its wider community

#### Educational role:

- Developing and executing the preparation, planning and delivery of child-centered learning activities to a range of visual art classes and age groups
- Using a range and balance of teaching strategies, including those specific to the visual art specialism
- Ensuring that the classroom environment is well-managed, properly ordered and with engaging classroom displays
- Planning which accommodates a range of ability levels and learning styles; teachers are expected to modify and accommodate for students as needed, i.e. accommodating individual language needs (EAL), student support services, students who are struggling as well as students who need to be challenged
- Planning in a collegial and professional manner with peers, showing respect, being prepared and on time, and adhering to the school wide meeting norms and team's essential agreements at all times
- Involving students, parents and colleagues in the assessment process on a regular basis and as appropriate
- Evaluating the visual art program collaboratively with teaching teams
- Support the visual art team in displaying artwork around the campus and in school wide visual art exhibitions
- Plans and supports special events to celebrate the arts, such as art week, art competitions and other events

#### Extended professional role:

- Contributing towards the whole-school team spirit by taking every opportunity to promote the philosophy and policies of the Stamford American International School
- Taking responsibility for the class during times of emergency
- Supervising the children at break/lunch and other unstructured times
- Ensuring that the children are safe and secure at all times
- Communicating regularly and positively with parents via timely meetings, class webs, reports and conferences

## JOB DESCRIPTION

**General:**

- To teach any classes as deemed necessary
- To provide any other reasonable duties delegated by the Head of Visual Art and other School Management

**Position Requirements**

- At least 3 years of experience in working with children with relevant qualifications
- PYP Visual Art teaching experience preferred
- Visual Art education preferred
- Curriculum development knowledge is required
- Possess highly developed interpersonal and teamwork skill.
- Strong visual art knowledge across a broad range of specialisms
- Excellent verbal and written English skills
- Good references on request
- Proficient in using computers

**Qualifications**

- Minimum Bachelor's degree in Education or equivalent is required
- Master's degree in Education preferred

**Contacts**

- Other Stamford Teaching and Non-Teaching Staff
- Parents and Students
- PTA

**Working Conditions**

- School Environment
- Working hours 8am to 4:30pm, Monday to Friday, plus occasional staff meetings and trainings
- School holidays are paid and free except staff days and training days (please refer to the website to see the school calendar with school holiday dates)

**Terms of Employment**

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|---------------------|--|
| • Medical Benefits: | Medical insurance provided where applicable          |
| • Sick Leave/Hosp:  | 14 days sick leave and 60 days hospitalization leave |
| • Probation Period: | 3 months from date of commencement                   |
| • Pre-medical exam: | Required   |
| • Referee request:  | Required   |
| • Background Check: | Required   |