



TRIDENT HIGH SCHOOL
Position Description & Performance Agreement
Permanent Full time or Permanent Part Time
Teaching English

The Permanent full time or part time arrangement position teaching English commences on 28 January, 2023

Expectations of the position are:

1. Meet the academic and pastoral needs of the classes you teach. It is expected you will follow the guidelines set by the HOD and as outlined in the Scheme of Work.
2. To be competent in the dimensions of the Professional Standards – Criteria for Quality Teaching as outlined in the Secondary Teachers’ Collective Employment Contract and The Registered Teachers’ Criteria as outlined by the NZ Education Council.
3. Adherence to the Trident Code of *Quality Work* and *Respect for Others* as it applies to teachers.
4. Trident is a Google School and it is expected of all staff that they will carry out the training related to Google.
5. Administrative requirements of the school are met.
 - a. Filing/record-keeping is done regularly.
 - b. All correspondence is dealt with promptly.
 - c. Duty responsibilities are met.
 - d. Form teacher responsibilities are met.
 - e. Attend meetings where required, notably staff briefings and meetings on Tuesday and departmental or deans meetings on Wednesday morning.
6. Involvement in the co-curricular life of the school.
 - a. Participate in the Elective programme.

Responsible to: HOD English

Performance is based on the conditions outlined above.

This performance agreement was made between:

Principal: Adrienne Scott-Jones

Signature: _____

Date: 2 September 2022