



Axiom Education Zithulele: Senior Schools Science Teacher

The Senior Schools Program works with learners from 6 different high schools in Grades 10-12. During the week we visit each of the schools and host Science, Maths and English after-school 'Study Groups'. From within these 'Study Groups' we select 120 high-potential students to attend *Ekukhuleni* (place of learning) where they receive additional instruction in Maths, Science, Leadership & Life Skills, and English on Saturdays and during school holidays. Our goal is for these learners to get into a tertiary institutions after they complete matric and to go on and succeed in their chosen field.

Based: [Zithulele Village](#) (Mqanduli)

Start date: 6 January 2019

Salary: R12 500 - R17 500

Application closing date: 15 November 2019

Required Qualifications and skills

- A BEd or PGCE (with FET Physical Science qualifications) or other equivalent qualification
- Experience as a teacher (preferable)
- Computer literacy
- Ability to motivate and lead learners and young tutors alike
- A passion for educational change, rural schools and innovation

Key duties:

The Senior Schools Science Teacher will be responsible for planning and running our Physical Sciences after school 'Study Groups' for grades 10-12 at the 6 different High Schools in which we operate. This will involve leading our team of young tutors and liaising with learners and teachers from the schools. They will also be responsible for the planning and execution of Saturday schools and holiday bootcamp Science lessons. They will maintain and organise the Physical Science resources as well as assisting with the general running of all Senior School operations.

Please send applications to careers@axiumeducation.org.

For your application to be considered, please ensure that your application includes the following:

- CV (with references)
- a motivation letter
- a copy of your ID
- Please include the **TITLE** of the position you are applying for in the **subject line** of your email.

Application close on **Friday 15 November 2019**.

We will only be contacting shortlisted candidates. If you have not heard from us by Wednesday 20 November, please consider your application unsuccessful.

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ANNEXURE A: JOB DESCRIPTION

As Science/Maths Teacher your duties and responsibilities would be as follows:

Science/Maths lessons on Saturday and holiday bootcamps

- Lead the planning and execution of Science/Maths lessons on Saturdays and at bootcamps.
- Assist with the planning and execution of conversational lifeskills/careers/fun sessions etc on Saturdays and at bootcamps
- Stay in line with the curriculum and what is being taught at schools through engagements with teachers and students.
- Set, mark and record homework and assessments (formative and summative) with input and moderation from other teachers as needed.
- Perform weekly and termly data analysis in order to adapt curricula appropriately for student needs.
- Assist with lunchtime duties.
- Assist with cover for other teachers on leave when necessary/ appropriate.

Commit to constant improvement as a teacher

- Engage positively with coaching and feedback on your lesson from your programme manager and/or Education Lead.
- Keep track of and attempt to implement instructional action steps to the best of your ability
- Seek out opportunities to observe excellent teachers in practice, and develop yourself as a professional wherever possible

Running and managing Science/Maths study groups (Tuesday to Thursday 14:00-17:00 and Friday 12:00-15:00)

- Ensure there is a fun 5-minute activity and Science/Maths activity or lesson planned for each grade for each week.
- Ensure all resources are printed timeously or delegate this task
- Drive the Axiom vehicle to study groups at different schools.
- Check learners' homework and take the class registers, or assist a paragon to do so.
- Facilitate a study-group culture in the classroom and assist learners with their Science/Maths work.
- Communicate notices to teachers and build relationships with schools.
- Communicate with the student study group leaders.

Working with 'paragons'

- Provide mentorship and accountability to a team of young 'Paragons' (local gap year students) as they act as tutors in after-school study groups.
- Initially assist in training the Science/Maths tutors to facilitate fun activities and study group sessions.
- Meet weekly with Paragons to go over Study Group content.
- Visit each study group weekly and give feedback to paragons on classroom management and general teaching skills.
- Manage the paragons at study groups and monitor punctuality and professionalism.
- Assign responsibilities to paragons such as recording attendance, shopping, packing, organising resources etc.

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Assist with the operations of the senior school program

- Perform all administration tasks arising from your involvement in these programmes. Some of these tasks may include keeping registers, records of meetings, schedules of work covered, keeping track of the senior school's technology, taxi money, shopping, timetable, discipline tracking and other monitoring and evaluation tasks.
- Support the team in any way should new needs or unusual circumstances arise.
- Keep track of hours, mileage and any other expenses in an orderly fashion.
- Assist with the planning and running of overnight leadership camp(s)
- Assist with organisation of parent days.

Maintain the Science/Maths resources

- Facilitate and encourage the use of *Siyavula* in class and outside of class. Maintaining necessary resources and analysing applicable data.
- Ensure the digital files are up to date and well organised.
- Ensure that physical folders and files are organised and up to date - delegate where appropriate.
- Ensure that any additional resources linked to your subject are maintained and organised.
- Assist with the management and tracking of Senior School resources (Answer Series, tablets, phones, dictionaries, paper video etc)
- Look at the budget and make procurement decisions for Science/Maths resources in consultation with the programme manager.

Engage with school teachers

- Build relationships with Science/Maths Teachers from schools in the area during school visits.
- Visit lessons where possible and appropriate in consultations with the teacher and programme manager.
- Teach lessons where possible and appropriate if requested by the teacher and in consultation with the programme manager.

Assist with the operations of Axiom Education as a whole

- If there is a need, assist with writing articles for the Axiom Education blog, newsletter and website.
- If there is a need, and you have capacity, offer assistance in committees (vehicle/team social/media etc)
- If there is a need, when possible, assist and support Masakhane (gr 6-9) Science/Maths.

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