



JOB DESCRIPTION

Substitute Teacher

Position

Substitute Teacher

Reports to

ES Principal / SS Principal

Purpose

Rabat American School seeks a qualified and dedicated Substitute Teacher to join our team. The Substitute Teacher will fill in during absences, ensuring that students continue receiving a high-quality education in a supportive and structured environment. The ideal candidate will have a passion for teaching, the ability to adapt quickly, and a strong commitment to maintaining the school's educational standards.

Responsibilities and Duties

Classroom Management:

- Implement lesson plans left by the regular teacher, ensuring continuity of instruction.
- Maintain a positive and orderly classroom environment conducive to learning.
- Keep students engaged and remain focused on the day's lessons.
- Ensure that students follow the classroom norms and behave appropriately.
- Manage student behavior effectively and in accordance with school policies.

Instructional Duties:

- Deliver lessons and facilitate classroom activities as per the established curriculum.
- Provide individualized instruction and support to students as needed.
- Utilize various teaching methods to accommodate all learners.

Student Assessment:

- Monitor student progress and provide feedback as required.
- Administer assessments and tests as directed by the regular teacher.

Communication:

- Communicate effectively with students, faculty, and staff.
- Take attendance and provide feedback to the regular teacher on any relevant observations or issues encountered during the absence.



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Responsibilities and Duties (CONT.)

Professional Conduct:

- Adhere to the school's policies and procedures, including safety and emergency protocols.
- Uphold professional and ethical standards in all interactions with students, staff, and parents.
- Respect student privacy and confidentiality regarding academic and personal information.
- Attend staff meetings and training sessions as required.
- Adapt to various teaching environments and classroom dynamics with flexibility and professionalism.
- Participate in or supervise Co-Curricular activities (CCAs) or duties if required.

Qualifications Required

- Bachelor's degree in Education or a related field.
- Valid teaching certification preferred.
- Previous teaching or substitute teaching experience is preferred.
- Experience working with children in a classroom setting is an asset.
- Strong classroom management skills.
- Excellent communication and interpersonal skills.
- Ability to adapt quickly to different teaching environments and styles.
- Proficient in using educational technology and tools.
- Proficiency in the language of instruction.
- Knowledge of restorative practices, positive discipline, and responsive classrooms is a plus.

Work Environment

- The role may require working with students of different ages and with different educational needs.
- Flexibility is required, as assignments may be on short notice.

If interested, please send your Resume and Cover Letter to staffing@ras.ma with the subject line: "Substitute Teacher Vacancy"

Deadline to Apply

September 30th, 2024.

