



Job Description

Teacher

At Verdala International School (VIS), we believe that each employee makes a significant contribution to our success and that contributions should not be limited by the assigned responsibilities. Therefore, the job description is designed to outline primary duties, qualifications, and job scope but does not limit the employee or VIS to only the work identified. It is a basic expectation that each employee will offer their services wherever and whenever necessary to ensure the success of our school.

At VIS, we use safer recruitment practice and pre-employment background checks, to maintain the highest standards of safeguarding and child safety. Staff are asked to sign a code of conduct on an annual basis and expected to adhere to our standards and practices. We engage with our values of respect, integrity, dedication and empathy through our professional work and relationships within our community.

Purpose of Role

To ensure learning for all VIS students in accordance with VIS' policies, procedures, programmes, curriculum, Student Profile and the school's Vision and Mission and Guiding Statements.

Reports to: Section Principal(s)

Member of: Department Team, IB Programme Team (PYP, MYP, DP, as applicable)

General Duties & Responsibilities

Learning & Teaching

- Support, model and promote the school's mission, vision, values and guiding statements.
- Actively model and promote the IB Learner Profile, Approaches to Teaching and Approaches to Learning.



- Use inquiry-based, concept-driven and constructivist pedagogical approaches appropriate to PYP, MYP and DP.
- Create a safe, caring, and inclusive environment in which all students can learn and thrive.
- Differentiate effectively for the full range of student needs.
- Promote student agency, voice, choice and ownership of learning.
- Support opportunities for student Action or Service across the programmes.
- Demonstrate patience, empathy and responsiveness to the needs of diverse learners.

Planning & Curriculum

- Develop, implement, document and reflect upon curricular programmes in alignment with PYP, MYP or DP requirements and VIS curriculum frameworks.
- Engage in collaborative planning using IB programme planners, horizontal and vertical articulation processes, and school-based curriculum documents.
- Collaborate with colleagues and the Student Support Services Department to design inclusive, concept-driven and holistic learning experiences.
- Apply strong organisational and time-management skills to planning, preparation and delivery.

Assessment

- Implement school and IB-aligned assessment practices.
- Participate in moderation and standardization processes as required.
- Support students in goal-setting, reflection and understanding their learning data.
- Maintain accurate records related to assessment, learning progress and professional responsibilities.
- Use assessment and student performance data to inform planning, differentiation and teaching and learning strategies.
- Use professional judgment to inform next steps in learning.

Professional Responsibilities

- Engage in required IB professional learning, and contribute to a school-wide culture of continuous improvement.
- Participate in annual professional learning related to safeguarding, child protection and health & safety.
- Read, understand and comply with all school policies, procedures, plans and foundational documents.



- Integrate technology effectively to enhance learning, communication and planning. Communicate clearly and professionally with students, colleagues and families to support positive relationships and learning.
- Work collaboratively as part of a team and contribute to a supportive, respectful and solutions-oriented professional culture.
- Demonstrate professionalism, confidentiality and ethical conduct in all interactions.
- Promote reflective practice, international-mindedness and commitment to safeguarding and inclusion.
- Maintain accurate records related to all aspects of the role within school systems.

Contribution to School Community

- Actively contribute to wider school life through pastoral care, advisory/homeroom roles, events and/or extracurricular activities as required.
- Contribute to key school events, community activities and marketing initiatives as required.
- Fulfil supervisory duties and uphold all safeguarding responsibilities in accordance with VIS Child Protection Policies and Maltese legal requirements.
- Provide support through internal cover, substitutions and duty rotations as needed to ensure continuity of learning and student wellbeing.
- Perform other duties as assigned by the Head of School or Principal.

Qualifications

- Bachelor of Education (or equivalent) **or** a relevant Bachelor's Degree in an appropriate subject area.
- Teacher Certification (with ability to acquire a Maltese Teacher Warrant).
- Minimum of 2 years of teaching experience at the appropriate grade level or subject area (preferred).
- Experience with inquiry-based pedagogical practices.
- Experience implementing an inclusive approach to teaching and learning.
- Experience working collaboratively as part of a team.
- Fluency in English (speaking, reading and writing).

Additional Notes



- The list of main duties and responsibilities appearing in this profile is not exhaustive nor necessarily in order of importance; nor is any part of this profile permanent or immutable.
- Elementary teachers may be assigned to teach any grade level from Early Years to Grade 5, in alignment with the needs of the school.
- Secondary teachers are expected to teach courses within their subject area for any grade from Grade 6 through Grade 12, as required by the operational needs of the school.
- Job descriptions are reviewed annually as part of VIS school improvement processes.

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