

Anness A

Ministeru	Ministeru għall-Edukazzjoni u l-Isport (MES)
L-impjieg	Senior Teacher



MINISTERU GHALL-EDUKAZZJONI U L-ISPORT
TRIQ L-ASSEDJU L-KBIR, FURJANA, MALTA

Dmirijiet u responsabbiltajiet

Minbarra d-dmirijiet tagħhom fil-klassi fl-iskola rispettiva tagħhom, il-kandidati magħżula jkunu mistennija li:

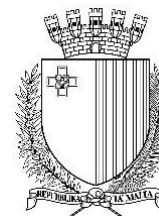
- i. jwettqu d-dmirijiet ta' għalliem;
- ii. jwettqu dmirijiet amministrattivi kif assenjati mill-manigment tal-iskola;
- iii. jipprovdu appoġġ amministrattiv u kurrikulari lill-għalliema shabhom;
- iv. jipprovdu pariri dwar kwistjonijiet kurrikulari;
- v. jiġu assenjati mill-Kap tal-Iskola kwalunkwe wieħed mid-dmirijiet (mhux eżawrjenti) li ġejjin elenkati hawn taht kif miftiehem bejn il-Kap tal-Iskola u s-Senior Teacher:

Ekoskola	Dinja wahda (primary)
Form coordinator (middle secondary)	Board of student discipline
Celebration day	Christmas activities
Tuckshop	Accredited programmes
Student council	School publications
School website / social media	Sports day
Social committee	Distribution of resources
Assemblies (inc. Special assemblies)	Fundraising activities
Curricular duties	Cultural activities and initiatives

- vi. kwalunkwe komputu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ; u
- vii. kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A

Ministry	Ministry for Education and Sport (MES)
Job title	Senior Teacher



MINISTRY FOR EDUCATION AND SPORT
GREAT SIEGE ROAD, FLORIANA, MALTA

Duties and responsibilities

In addition to their classroom duties at their respective school, selected candidates will be expected to:

- i. performing duties of a teacher;
- ii. carry out administrative duties as assigned by the school management;
- iii. provide administrative and curricular support to their fellow teachers;
- iv. provide advice on curricular matters;
- v. be assigned by the Head of School any one of the following (non-exhaustive) duties listed hereunder as agreed between the Head of School and the Senior Teacher:

Ekoskola	Dinja wahda (primary)
Form coordinator (middle secondary)	Board of student discipline
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Tuckshop	Accredited programmes
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School website / social media	Sports day
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Assemblies (inc. Special assemblies)	Fundraising activities
Curricular duties	Cultural activities and initiatives

- vi. undertake any other tasks, which the superior may delegate to him/her, as may be required; and
- vii. any other duties as directed by the Principal Permanent Secretary.