

17/01/2008/7

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JOB DESCRIPTION

Situation: Solomon Mahlangu Freedom College, Mazimbu, Tanzania

Position: Teacher of English language, Secondary School

Line of responsibility: In the first instance the English teacher will be responsible to the Principal of the Secondary School and through him to the Director of the Solomon Mahlangu Freedom College. Ultimate responsibility is owed to the Secretary for Education of the African National Congress.

The English teacher will work under the direction of the Head of the Department at the Secondary school and will participate fully in all activities of the English Department.

Qualifications and experience:

The teacher must be a graduate in English with a recognised teaching qualification and at least three years relevant teaching experience in a secondary school.

Though not a prerequisite for appointment experience of teaching in an inner city school in a multi-lingual environment will be an advantage, as will be experience and/or training in teaching English as a second language.

Duties:

- a The English teacher will be expected to teach English language from Form 1 to Form 5 in the secondary school. The actual total work load (of approximately 24 periods per week) and the classes to be taught will be determined by the Principal. (At present we prepare students to write the London University 'O' level examinations in English language.)
- b As part of the work load the English teacher may be called upon to teach Literature in English (following an ANC curriculum)
- c The English teacher will be expected to be involved in the out-going curricular development of English at SOMAFCO.
- d The English teacher will be expected to be involved in and hopefully to initiate, in-service training for the English department at SOMAFCO. At times the English teacher may be required to participate in such in-service training during the school holidays.
- e In line with extra duties allocated to other members of staff, the English teacher may be called upon by the Principal to perform certain extra duties.

General:

- a As a member of the English Department of the secondary school, the English teacher will attend, and participate in, all meetings of
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the English department.

- b Similarly, the English teacher will attend and participate in, staff meetings at the secondary school.
- c The English teacher will be a member of the secondary school Production Unit, and will participate fully in the work of the production unit.
- d This job description will be evaluated from time to time and can be altered by mutual agreement between the English teacher and the Director of SOMAFCO.

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