



JOB DESCRIPTION

JOB TITLE: Islamic Studies Floater Helper

Hours: Saturday (Term time) 08:15 am to 12:15 pm

Responsible to: Principal

Accountable to: Principal

Teachers

Parents/ Guardians

Students

Main purpose of this job:

- To create a positive, safe and secure learning environment for students
- To carry out professional duties and to have responsibility for an assigned class
- To promote the school's objectives and ethos in a professional and positive manner

The post holder will be an excellent communicator with a passion and drive for education. He/She must work effectively with teachers and support staff to raise the standards of attainment and achievement across the whole area and able to monitor progress and excellence. Moreover, identifying and highlighting any concerns and efficiently providing a successful outcome for the betterment of MCEC Saturday School and the student.

Knowledge and Qualification:

- Recognised and relevant qualification in Islamic Studies
- Knowledge of the Islamic faith including but not limited to Tawheed, Pillars of Islam, Articles of faith, Seerah, Fiqh and basic morals and ethics
- Relevant qualification and experience
- Ability to communicate and interact with children effectively in the English language
- Experience of working with children in a similar environment, particularly experience of teaching children
- Knowledge and understanding of how children learn, and how to support children's learning

Teaching and Learning:

- To identify and adopt effective teaching strategies
- Able to identify students with a learning difficulty
- Monitor teaching and learning activities to meet the needs of students



- Assist in preparing lessons and activities in accordance to the curriculum timetable
- To help maintain records and carry out assessments
- To be able to use resources to deliver an engaging lesson when the need arises
- Providing an educational pathway with a clear understanding of aims, objectives and targets
- Provide resources when necessary

Safeguarding:

- To understand and apply school policies in relation to health, safety and child protection
- All staff have a responsibility for the safeguarding and promotion of well-being of all students.
- Ensure that all duties and services provided are in accordance with School's Equal Opportunities Policy
- Follow all procedures and actions when necessary

Additional Tasks:

- Support the aims and ethos of the school, including the promotion of excellent Islamic conduct and behavior
- To follow the actions of our beloved Prophet Muhammad (PBUH to the best of your ability
- Set a good example in terms of dress, punctuality and attendance
- Communicate with the Chief of Admin, Head of Department and teachers on a weekly basis
- Attend and participate in open days as necessary
- Uphold the school's behavior code and uniform regulations
- Participate in staff training
- Attend training days, team and staff meetings
- Assist in assemblies

Note:

This role is voluntary at this stage