



AHMADIYYA
MUSLIM JAMA'AT
Canada

JOB DESCRIPTION

Position Title: Curriculum Teacher 'Aisha Academy Canada (Mathematics, Science, English, & Social Studies)

Department: National Department of Ta'lim

Immediate Supervisor: Principal, 'Aisha Academy Canada

POSITION SUMMARY

'Aisha Academy Canada provides Islamic and academic education by qualified professional Ahmadi teachers to women and girls. 'Aisha Academy Canada, is seeking a highly motivated, qualified and experienced curriculum teacher for Girls' Hifzul Qur'an School.

As a curriculum teacher, you will play a crucial role in ensuring students are meeting academic requirements for their age and are learning according to the Ontario education curriculum.

This position requires experience as a teacher in the Ontario education system. As a curriculum teacher you will teach students using a systematic plan of lesson plans, discussions, audio-visual presentations, and engage students. You will also assign and correct homework, prepare tests and evaluate progress, determine individual needs of students and discuss results with parents and principal.

Job Type: Remote, Part-time

Schedule: Every Saturday

RESPONSIBILITIES

- Develop engaging and comprehensive lesson plans aligned with the Ontario curriculum for each subject and grades 4-6.
- Effectively teach and deliver lessons to students, via Google Meet, ensuring that concepts are conveyed clearly and students are actively engaged in the learning process.
- Utilize various online teaching tools, resources, and technology to enhance student learning experiences during classes.
- Regularly assess and evaluate student performance through assignments, quizzes, tests, and other assessment methods.
- Provide timely and constructive feedback to students to support their academic growth and development.

- Provide regular updates and progress reports to the Principal regarding student performance, online teaching activities, and any noteworthy developments or concerns related to classes.
- Cater to the diverse learning needs of students by differentiating instruction and providing additional support or challenges when necessary.
- Foster a positive and respectful learning environment, ensuring classroom discipline and managing student behavior effectively.
- Work collaboratively with other teachers and staff to share best practices, resources, and ideas for enhancing student learning.
- Sustain open and regular communication with parents, providing updates on student progress and addressing any concerns.
- Maintain accurate and up-to-date digital records of student attendance, grades, and other relevant information.
- Stay informed about current educational trends, teaching methodologies, and changes in the Ontario curriculum.
- Ensure the privacy and safety of students during virtual classes, adhering to Academy policies and guidelines.
- Uphold high standards of professionalism, ethics, and confidentiality in all interactions with students, colleagues, and parents.
- Perform other responsibilities and duties as assigned within the scope of the role.

QUALIFICATIONS

- A Bachelor's Degree and an Ontario Certified Teacher (OCT) Certificate are requirements.
- In-depth knowledge on application of teaching methods.
- Familiarity with the Canadian education system is an asset.
- 1-2 years experience teaching various subjects such as Math, Science and English.
- Understanding of Nizam-e-Jamaat (organizational structure) and knowledge of Islam Ahmadiyyat. Candidates should be in good standing within the Jama'at and in commitment to our religious principles.
- Proficient computer literacy skills, including experience with educational software such as Google Classroom and Google Meet.
- Proficient in the English language, with exceptional written, verbal, and interpersonal communication skills, enabling effective interaction with students, parents, and staff members.
- Commitment to ongoing professional development to stay up-to-date with educational best practices and trends.

When applying for the position, please include the following:

- ☐ [Employment Application Form \(Click to get the Form\)](#)
- ☐ Resume and Cover Letter
- ☐ Copy of Ontario College of Teachers' Certificate of Qualification and Registration
- ☐ Copy of most recent Teacher Performance Appraisal
- ☐ Names and contact information of at least two recent professional references and one personal reference.

Interested Candidates can apply with confidence and a Spirit of Waqf by sending their resume to hr.office@ahmadiyya.ca.

Deadline: We thank all applicants for their interest, however, only those selected for an interview will be contacted. Interviews will be conducted on a rolling basis as applications of qualified candidates are received.

Please note, successful candidates will be required to submit a Police Vulnerable Sector Screening Certificate by the first day of employment.