Bryneven Primary School

SGB Creative Arts - ISP Phase

From Jan 2026

Bryneven Primary School has a creative arts post available. Applicants must have a valid SACE and a valid teaching qualification as well as knowledge of the CAPS curriculum.

The candidate must be able to work under pressure and possess proven qualities such as empathy, organisational skills, teamwork skills and excellent communication skills.

The candidate is required to be involved in the school's extramural programme.

Purpose of the job:

To engage in class teaching, including the academic, administrative, and educational aspects, and to organize extra and co-curricular activities to ensure that the education of the learners is promoted properly.

Key Responsibilities include but not limited to the following:

Teaching

- To engage in classroom teaching which will foster a purposeful progression in learning, and which is consistent with the learning areas and programmes of subjects and grades as determined.
- To be a class teacher.
- To prepare lessons taking into account orientation, regional courses, new approaches, techniques, evaluation, aids, etc., in their field.
- To plan, co-ordinate, control, administer, evaluate, and report on learners' academic progress.
- To recognise that learning is an active process and be prepared to use a variety of strategies to meet the outcomes of the curriculum.
- To establish a classroom environment that stimulates positive learning and actively engages learners in the learning process.
- To consider and utilise the learners' own experiences as a fundamental and valuable resource.

Extra and Co-Curricular

- To assist the departmental head in identifying aspects that require special attention and to assist in addressing them.
- To cater for the educational and general welfare of all learners in his/her care.
- To share in the responsibilities of organising and conducting extra and co-curricular activities.

Administrative

- To coordinate and control all the academic activities of each subject taught.
- To control and coordinate stock and equipment that is used and required.
- To perform or assist with one or more other non-teaching administrative duties such as:
    - secretary to general staff meeting and/or others
    - fire drill and first aid
    - timetabling
    - collection of fees and other monies
    - staff welfare
    - accidents

Interaction with Stakeholders

- To participate in agreed school/educator appraisal processes to regularly review their professional practice to improve teaching, learning, and management.
- To remain informed of current developments in educational thinking and curriculum development.

Communication

- To co-operate with colleagues of all grades to maintain a good teaching standard and progress among learners and to foster administrative efficiency within the school.
- To collaborate with educators of other schools in organising and conducting extra and co-curricular activities.

- To meet parents and discuss with them the conduct and progress of their children.
- To participate in departmental committees, seminars, and courses to contribute to and/or update one's professional views/standards.

Minimum Qualifications, Skills & Experience

- Bachelor of Education degree
- Honours degree advantageous
- SACE certificate
- knowledge of CAPS
- Minimum 3-5 years' experience teaching music, drama and any other CA discipline.

Please send your cv to HR@bryneven.co.za by Tuesday, 11 November 2025

If you do not hear from us within 2 weeks, after the closing date, please consider your application unsuccessful.

Bryneven HR