

## INTERVIEW PART 1 (Educational).

Qn1 : Talk about your self . or Tell us about your self.

Expected: -> Your names, age and the institution you currently work for.

-> Education back ground ie primary , 'O' level, 'A' level and University by names and years.

-> Academic and professional achievements, recent academic qualification and relevant experience in the field of concern.

-> Education responsibilities.

Qn2 : Give us any policy documents (govt education policies).

-> Govt White Paper (Kajubi Education Report).

-> 1970 Education Act.

-> Constitution of the republic of Uganda 1995.

-> Universal Schools.

Qn3 : State (outline) Roles of the govt White paper

<sup>Recommendations</sup>  
white paper entitled "Education for  
on Education . National Integration & development".

-> Vocationalisation of Schools and Institutions.

-> Introduction of Comprehensive Schools.

-> Introd. of USE (Universal Secondary Edn).

-> Introd. of UPEE (Universities & Polytechnic Edn).

- Liberalisation of Schools (education) ie private schools along side govt or govt aided schools.
- Priority to girl child Education.
- Making Science subjects Compulsory in lower Secondary.

Qn 4: What does education Act of 1970 say about education in Uganda?

Major concern: Every teacher must be registered with the ministry of Education, science, technology and sports.

Qn 5: Outline some of the independent bodies under ministry of education (Non education organisations).

Include: ESA, NCHE, UNEB, NCDC, Education Service Commission (ESC)- found at farmers' house in K'ila.

Qn 6: Education Policies you well know.

- USE
- UPE
- Vocationalisation of education.

- Introduction of thematic curriculum in lower primary.
- Prioritization of girl child education.

Qn 7: Roles of Education Service Commission in Uganda.

- To recruit trs.
  - To promote and demote trs.
  - To discipline trs
  - To transfer trs.
- etc -- others are in next pages.

Qn 8: Roles of Education Standard Agency (ESA).

- To monitor the standard of education in ug.
  - To implement govt policies on education in schools.
  - To advise the president on Standard of edn and education policies.
- etc --

Qn 9: Under what Circumstances may a teacher be de-registered?

- When he/she fails to adhere / respect govt policies.
- Failure to follow tr's Code of Conduct
- etc -

Qn 10: How can a teacher get prepared for effective teaching?

Defn: Effective teaching is

ways to ensure effective learning process.

- Effective planning ie prepare Schemes of work, lesson plans, lesson notes, etc--
- Prepare records of work covered.
- Having effective teaching aids.
- Learner activity follow ups.
- Assessment and evaluation ie formative and summative assessment.
- Career guidance.
- Etc -

Qn 11: What challenges do rural Schools face?

- Inadequate accommodation for both teachers and learners.
- Failure to pay school dues by students on time or even completely.
- Bias on girl child education
- Lack of enough classrooms.
- Inadequate staffing of schools.

Qn 12: What are Qualities of a good teacher

- ? A good teacher should be;
- Honest.
- Flexible.
- Trust worthy.
- Exemplary.
- Effective to teach.

Qn 13: Other Roles of a teacher outside School.

outside school, a teacher lives just like any other citizen & thus his/her roles become that of a citizen ~~of a teacher~~.

- Participate in Church activities
- Participants in Community work eg "Bwirungi bwanesi"
- Career guide the locals
- etc -

Qn 14: When do you have a public Holiday?

- As stipulated on the govt Calender Starting from Liberation day, Martyr's day, Heroes day, Independence day, Bishop Luwum day, Women's day, and other holidays recognised by the govt of Uganda like Idi Mubarak, El fitil, etc -

Qn 15: Who heads the following government institutions in Uganda? *Hon' Badru Kaggwa*

- (i) Education Service Commission: *Mr. Vayza Mohamed*

(ii) Ministry of Education: Hon Janet Museveni.

(iii) Higher Education:

Hon. Dr. Chizhou Muyingo.

(iv) Primary Education:

Hon. Rose Mary Namubuga Senide.

(v) Games and Sports:

Hon. Charles Bakabulinde.

Qn 16: Subject Matter (Mathematics in this Case). e.g

- Set theory to a S.I.C Student.
- Pythagoras theorem e.g to Corner of a house.
- Difference of two Squares.
- etc..

## INTERVIEW PART II (General).

Qn1 : Tell us about your self.

Expected : Academic and professional achievements, your name and institution you currently work for.

Take 3 minutes to introduce yourself, and state your ~~relevant~~ recent academic qualification and your relevant experience

Qn2 : Why do you think you are the best Candidate?

Expected : Expect you to tell them about your professional achievements and unique skills you possess that add value to the institution. If you are a customer care you should tell them that you are a good listener and patient.

Qn3 : What are your weaknesses?

Tell them that you can't leave the office (class) before you complete a task. Tell them how you are quick to frost a person, which in most cases makes you a victim.

Qn4 : Where do you see your self in the next five years?

Expected: Answer the Question on how you intend to further your studies and grow professionally (CPD) as you strive to meet your employer's goals.

Qn5: How do friends best describe you?

Expected: Take the shortest time possible to State the best attribute you possess that you believe will add Value to the institution.

e.g. good listener, patient, Volleyballer, flexible, inspirational and an open minded fr with versatile mind.

Qn6: What do you know about this institution?

Before you enter the Interview room, ensure that you go through the Company /Institution website to read the latest news, Institution profile, goals, manag't team, Vision and mission, etc..

The Question requires you to tell them what you need from the Company's website not what you expect of a website.

Qn7: Do you have any question to ask the panel?

This is always the last question that the

Interview panel asks interviewee. If you fail to ask them questions, you lose some marks. Ask them if they have plans to expand the institution, whether they support employees to further their studies and how they motivate employees.

### Qn 8: What is your Salary expectations?

Simply ask them about what they pay others of your level. If you fail to give a satisfactory answer, then give them reasonable range. Ensure you do your research before you go for the interview.

### Other Questions may include;

- » Who told to apply?
- » What do you have that can get you this job?
- » Other than teaching, what other roles do you do in school?
- » Why are you here?
- » etc. What is done in lesson analysis?

In lesson analysis, teachers observe a lesson & record the Qns asked by the teacher & the student & other responses & statements made by trs & learners to produce a document called "lesson transcript" which can be used by trs for further improv't of teaching learning process.

# IMPORTANT INFORMATION

## (A) Roles of a teacher.

- Moderator
- facilitator
- A Consultor and guides learners.
- Role Model.
- Implementor of School, govt policies & Curriculum.
- Interpreter,
- Evaluator

## (ii) Roles of a class teacher.

- Conducts class meetings.
- Identifies learners wiz special needs.
- guides and counsells learners esp on courses to offer.
- Maintains class registers and roll calls.
- Supervises learners classroom environment.
- prepares and makes timely reports of learners and gives comments.

## (iii) Teacher's code of conduct.

Is a written document that outlines how a teacher should behave, conduct and relate him/herself in teaching field as prescribed by the ministry.

Major points of emphasis on this code of conduct

- Teachers not allowed to engage in relationships until too.

- Use of Vulgar language not allowed.
- Teacher not allowed to transact in School.
- should dress decently
- supposed to be in school regulatory.
- Trs of opposite Sex didn't fall in love or relationship Radically and publically when on duty.
- Teachers should manage time.
- A professional teacher should not fight with Colleagues on duty.

#### (iv) Methods of teaching.

##### Mathematics (methods) - Major ones.

- + Problem Solving method
- + Deductive and Inductive methods
- + Direct discovery
- + fixed responses by Learners.
- + Demonstration & Illustration

##### Other methods include:

- + Lecture method.
- + Discussion.
- + Chalk and talk.
- + Question and talk
- Brain Storming.
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## (B) THE CONSTITUTION OF UGANDA.

Functions of education Service Commission.

Chairperson & Six mbs appointed by president

President may appoint that more than 2 dep.

\* Advise the president in performing his/her func  
relating to education

\* Have the power to appoint persons to hold or  
act in any office in education, including powers to  
confirm appointments, exercise disciplinary control over  
those persons and remove them from office.

\* Review the terms and conditions of service,  
standing orders, training & qualifications of public  
officers in education services & matters connected  
with their mgt, welfare and make recommendations  
on them to the govt.

\* It guides and coordinates district service committee

Functions of Public Service Commission,

Chairperson, Deputy & Seven other members appointed by

\* To advise the president in performing his/her func  
related to public service

\* To appoint, promote and exercise disciplinary control  
over persons holding office in public service of Uganda

\* To review the terms and conditions of service,

standing orders, training & qualifications of public officers  
and matters connected with personnel mgt. & make  
recommendations on them to the govt.

\* To guide and coordinate district service commissions.

\* To hear and determine grievances from persons appointed by district service commissions.

### Functions of district Service Commission

\* To appoint persons to hold or act in any office in the service of a district, including the power to confirm appointments, to exercise disciplinary control over persons holding or acting in any such office & to remove those persons from office, is vested in the district service commission.

\* To establish committees in respect of specialised disciplines.

\* To determine the terms and conditions of service of local govt staff with those prescribed by the public service commission for the public service generally.

### Roles of RDC

\* To monitor the implementation of central and local govt services in the district

\* To act as a chairperson of the district Security Committee of the district

- etc.

## National objectives:

- General objectives ie implementation of objectives
- Democratic principles
- National Unity & Stability objectives
- Fundamental & other human rights & freedoms.
- Gender balance & fair representation of marginalized groups
- Social & economic objectives.
- Educational objectives.
- Cultural objectives.
- Foreign policy objectives.

A member of commission may be removed from office due to

- Inability to perform the duties of his/her office and form impartiality of body or mind.
- Misbehaviour/misconduct
- Incompetence

## Duties of a citizen:

- \* To be patriotic & loyal to Uganda and to promote its well being.
- \* To engage in gainful work for the good of that citizen, the family and the common good and to contribute to national dev't.
- \* To contribute to the well being of the community where that citizen lives.
- \* To promote responsible parenthood.
- \* To foster national unity and live in harmony with others.
- \* to ~~not~~ promote democracy and the rule of law.
- To respect the national anthem, flag, coat of arms and currency
- To respect the rights and freedoms of others.
- To protect children and vulnerable persons against any form of abuse, harassment & ill-treatment
- To protect & preserve public property.

- To co-operate with lawful agencies in the maintenance of law and order.
- To pay taxes
- To register for electoral & other lawful purposes
- To combat corruption and misuse or wastage of public property.

### Rights & freedoms of Ugandans

- > freedom of speech & expression.
- > freedom of thought, conscience & belief.
- > freedom to practice any religion incl'd right to believe to and participate in the practices of any religion.
- > freedom to assemble and demonstrate together with others peacefully and unarmed and to petition.
- > freedom of association i.e. freedom to join associations, unions, like trade unions etc -
- > Right to move freely throughout Uganda and to reside and settle in any part of Uganda.
- > Right to enter, leave and return to Ug.
- > Right to a passport or other travel documents
- > Right to edn
- > Right to the family etc -

### Goals of government

#### Secretary

= organizes the operation of the ministry

### Millennium Dev't goals (MDG's)

#### (MDG's)

- tenders advice to the responsible minister in respect of business of the ministry

- maintains proper expeditious of ministry

- provides ready knowledge

- implements given policies

### Qualifications

Quote: The role of a teacher is to

Conditions for Invention rather than provide ready made knowledge

- implements given policies

## Qn Distinguish b/w Formative assessment and Summative assessment.

Formative assessment is part of instructional process to provide feed back needed to adjust teaching and learning while they are happening. It informs both teachers and students abt student understanding at apt. when timely adjustments can be made. It is done through observations, brainstorming, peer assessment, etc..

## While

Summative assessments are given periodically to determine what a particular point in time what students know and don't know. This can be at the end of the topic, unit, end of term, end of year, etc..

## Committees in Schools (Institutions)

There are majorly two Committees in Secondary Schools which include;

- > Board of governors (B.O.D),
- > Parents Teachers' Association (PTA)

### Boards of Governors (B.O.D):

It is the governing board not a management body

which is the ultimate controller of the school  
According to the Uganda Education Act (2008), every education institution must have a board of governors or a school management body composed of

- (a) five (05) members including a chairperson, nominated by the foundation body atleast one of whom must be a woman.
- (b) One (01) local govt representative nominated by the district council's standing committee responsible for education
- (c) one (01) nominee of Local Council.
- (d) Two (02) representatives of parents of the school elected at the annual general meeting one of whom must be a treasurer of PTA.
- (e) Two (02) representatives of staff elected by the staff at one of their meetings.
- (f) one (01) representative of old students elected at a meeting of the association of former students.

## Duties/Roles of B.O.G in Ugandan Secondary Schools.

- > Is responsible for defining the role, mission and education character ~~of the school~~ so as to set strategic directions for the school to follow.
- > Monitors the school's progress in accordance with the set targets.

- > Approves annual estimate of income and expenditure of the school ie handles financial strategy.
- > Approves and reviews the annual audited accounts and financial statements.
- > Determines the employment policy. It approves appointment, appraises, grades, suspends, dismisses and determines the pay and conditions of staff welfare.

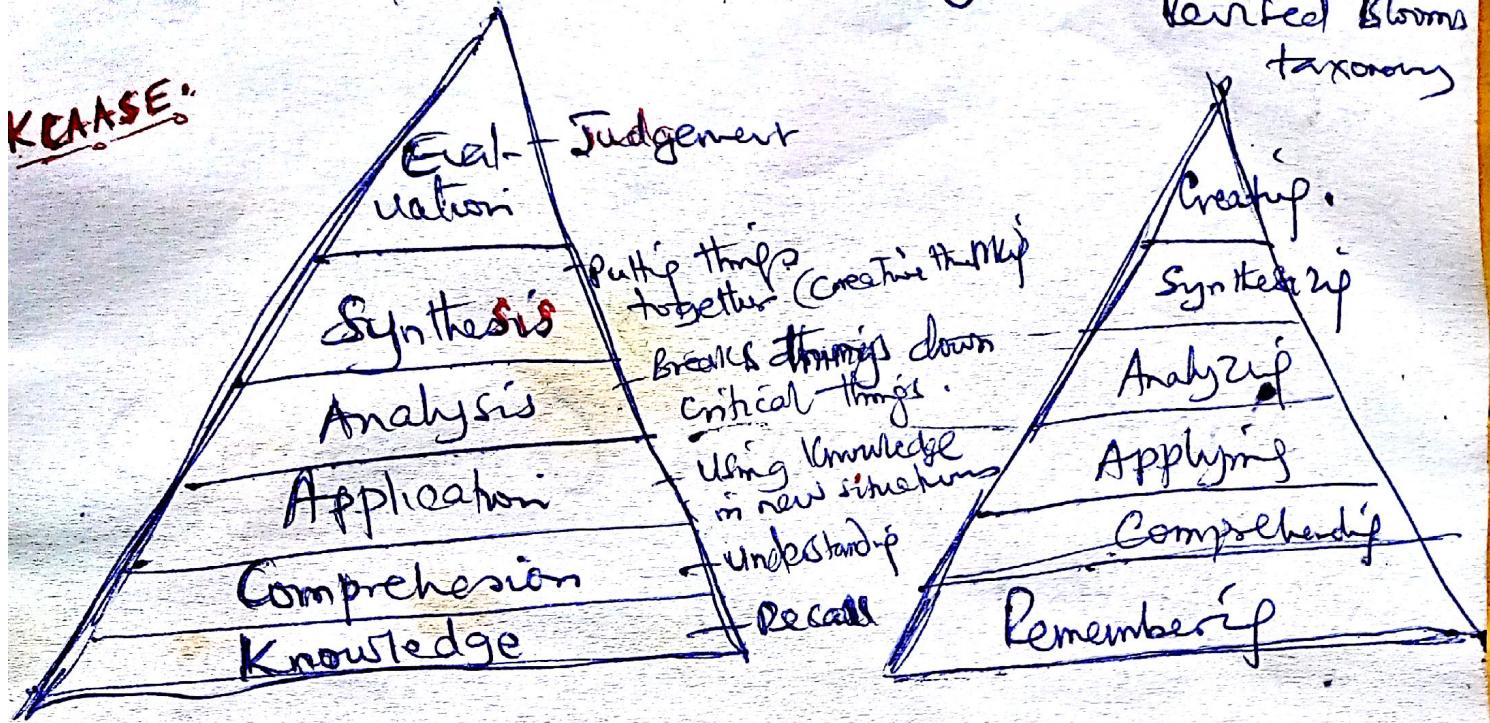
### PARENTS-TEACHERS Association (PTA).

The PTA is a body comprising of parents and teachers of an institution of learning who meet annually to discuss matters on educational, moral and spiritual well being of the students or pupils of a particular learning institution either at elementary or secondary school level.

### ~~Roles of PIA in Secondary Schools.~~

- > Bloom's Taxonomy.  
It identifies three domains of learning i.e Cognitive, affective & psychomotor domains.  
  - The Cognitive is made up of the intellect where knowledge is stored & thinking takes place.
  - The affective domain which embodies feelings, emotions, and behaviors giving us attitudes

→ The taxonomy domain whic consists of skills or tasks people do manually.



NB: Many parents are victims of powerful parents who ~~connive~~ together with the fftr come up wiz motions whic are not flexible but parents ~~have~~ are left wiz no option but only to accept them as long as they want their children to remain in school

Possible recommendations to improve the activities of PTA in Uganda.

- > PTA Should get a democratic way to choose leadership so that all parents get an opportunity to vote ~~for office bearers~~.  
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- > Parents should be aware of the agenda in the forthcoming PTA meeting so that they are not just ambushed.
- > Gov't should be transparent so that parents know exactly what the govt is shouldering and what they

should help in.

- > Members of the Community should be given opportunity to participate in PTA's though it seems a bit hard/hic at Secondary School.
- » It is best to Come up with a Uniform Constitution of PTA's to be followed by all Schools.

## SUBJECT MATTER (MATHEMATICS).

Qn: Why do trs (mtc trs) ask Qns?

- To actively involve learners in a lesson.
- To increase motivation or interest.
- To develop critical thinking skills.
- To review previous lessons.
- To assess achievement or mastery of goals & objectives.
- To stimulate independent thinking of learners.

Qn: How to effectively engage learners in a mathematics lesson.

- Allowing learners to suggest their own procedure.
- Allowing learners to give their own predictions.
- Discuss how their thinking differs from that held by others.
- Verify their predictions through experiments facts, etc..

- go in the practical work & discuss their observation

NB: Maths trs need to motivate learners through their comments e.g.

Qn: List four advantages of breast milk.

- No need to boil.
- Cannot be stolen.
- Available when needed.
- Stored in attractive containers.

Actual answers:

- Contains all food nutrients.
- Contains anti-bodies that keep the body healthy.
- Is at body temperature.

Qn: How to effectively evaluate/assess learner on

Set objectives

→ Questioning

→ Observing: watching & listening to learners discussions  
, observing particular learners to understand their learning needs.

→ Discussing • Helpful in diagnosing reasons for mis understandings / Mis conception.

Qn: Qualities of a quality mathematics lesson.

A quality Maths lesson comprises of

- 1 - Teaching methods w/c are effectively

to the lesson objectives

- Learner Centred activities / Approaches.
- well formulated Qns to enhance learners' understanding and teacher's interaction.
- Resources that are well utilized.

NB: A lesson may be having all the above aspects but how it is perceived by learners will make it a good or bad lesson.

### Qn: Examples of Quality Questioning in Maths

- ① How did you work that out?
- ② What is the evidence?
- ③ What is the argument that interprets the evidence?
- ④ Are there alternative explanations or other ways of solving the problem that could be better?
- ⑤ Could you generalise your result?

### Qn: Reasons for Quality Questioning.

- To enhance deeper thinking that provides the software of the mind.
- Higher level of thinking allows students memory to be used effectively.

Definitions: Evaluation is acquisition and assessment of information with the aim of providing useful feedback. Evaluation should include factors that lead to academic achievement.

International Mathematics Olympiad through organised mathematical contests

Qns involved here are

- Not syllabus based but require Common Sense
- Purely pleasure & stimulate Imagination of participants
- of general nature but need Creativity of the participants.

MTC Contest Coordinator as per 2016 Mr. Innocent

Ndikhekorwayo.

A good Mathematics teacher should aim at

- » Making learners active in a lesson and also in continuous dialogue.
- » Learning is Constructing, not feeding.
- » Truth is discovered, not delivered.
- » A teacher "leads from behind".
- » A maths teacher acts as a facilitator / mentor instead of a lecturer.
- » Questions are answered with explanations or Questions not simply "yes" or "no".

(( TEACHERS TEACH BUT GREAT

TEACHERS HELP US TO LEARN

AND LIVE."

No. ALEX  
(Hons)