



WELLINGTON COLLEGE  
CHINA  
惠灵顿(中国)



杭州市萧山区惠立幼儿园  
HUILI NURSERY HANGZHOU



## JOB DESCRIPTION(Early Years Class Teacher) HUILI NURSERY HANGZHOU





## ABOUT US

At Huili Nursery Hangzhou, we believe that every child has the right to a well-planned, joyful, and holistic education. Early years education has a lifelong impact on how young children view and value learning. Key to our educational ethos is full commitment to the Nursery, with staff, children and parents all playing their parts in creating and maintaining a truly unique and vibrant atmosphere. Our Nursery staff are committed to encouraging our students to embrace a wide range of experiences and to foster in them Huili Values and the Huili Identity.

In furthering the delivery of an international education in a Chinese context, we have merged the English Early Years Foundation Stage Framework with the Chinese Early Years Curriculum for 3-6 year olds to support our children.

## OUR IDENTITY



Individual



Independent



Intelligent



Inclusive



Inspired

As early years practitioners, we encompass many roles to multiple stakeholders. In responding to the unique individuals under our care, we combine theories of meaningful practice, tailoring them to address the specific needs of the individual child. Though this may differ from the educational experiences of our parents, we assure families that what we do is meaningful for their child. By articulating and linking our educational frameworks and planning to the needs of our children, we are able to constantly monitor and evaluate our practice for further modifications and reflection.

At the Nursery, we celebrate our position as a cultural junction, acknowledge and respect the cultural sensitivities of our setting. In embracing the full marriage of Eastern and Western cultures and educational beliefs, we seek to ensure that the essence of Wellington College runs indelibly through the DNA of our own cultural identity.

# BASIC INFORMATION

## JOB TITLE

Early Years Class Teacher

## DEPARTMENT

Academic

## SUPERVISOR

Assistant Head of Early Years      Deputy Head of Early Years      Head of Early Years

## OBJECTIVE

Huilii Nursery Hangzhou is looking for an experienced candidate to cover the position of Early Years Class Teacher. We are looking for candidates who understand collaboration and the importance of meaningful relationships as a means to strive for excellence in both their own professional development and for first class provision for all of our children. Successful candidates will have the energy, experience, and passion to help realise their own and our aspirations.

At Huilii Nursery Hangzhou our educators are recognized as role models within, between and beyond our nursery, building a strong sense of community, whilst being responsive to our children, families, and partners.

## EXPERIENCE

Our Early Years Class Teacher will be contributing the development in our nursery for children 2-6 years of age, with extensive knowledge in the appropriate milestones for children within this age group. Placing the image of the child firmly at the centre, our educators have experience and confidence in educating children with individual goals, dreams and impressions of the world around them - working successfully with their families and other experts in our community.

An imaginative and creative approach to early childhood education is practiced in our classrooms and our class teacher will be working in close partnership with their teaching team using a responsive project-based philosophy that encourages children to make their own discoveries, experience collaboration, and have confidence in their independence. Children, families, teachers, and the environment form a complete circle of learning inspiring all to join in the process.

## BASIC QUALIFICATION

Education: Bachelor's degree and relevant teaching      qualifications and certificates

Major: Early Childhood Education

Language: English/Chinese

## EXPERIENCE

Working Experience: At least two years' experience in early years, with a proven pedagogy to a reflective and responsive learning environment.

Experience working cross culturally an advantage.

Familiarity with the philosophies of the schools of Reggio Emilia is preferred

## PROGRAM AND PRACTICE

- ✔ Contribute to a setting that is underpinned by an image of a strong and capable child.
- ✔ Demonstrate an interest and ability in using the Early Years Foundation Stage EYFS.
- ✔ Document the experiences of all children by making learning visible through learning stories, reflective journals, transcribing pupil's work, observations, and narratives.
- ✔ Use a strength-based approach in assessment and reporting to encourages the highest levels of wellbeing and involvement.
- ✔ Build on the interests of children through listening and reflecting within a coteaching partnership.
- ✔ Use technology with children as a tool for learning, organising ideas and sharing with the wider community.
- ✔ Take advantage of serendipitous happenings and be flexible enough to extend learning at these times.
- ✔ Adhere to child-to-adult ratios throughout the day.

## CARE AND WELLBEING OF CHILDREN

- ✔ Ensure each child has a sense of belonging within their classroom and learning environment.
- ✔ Maintain the highest standards of care, child protection and safeguarding at all times by upholding the 3Ps: Protection, Provision and Participation as outlined in UN Convention on the Rights of the Child.

## FAMILIES

- ✔ Understand the importance of building authentic relationships with families, knowing such understandings can lead to greater learning outcomes for children.
- ✔ Value families as important partners in the work of the nursery by maintaining frequent contact and can work with them in the classroom and nursery.
- ✔ Communicate with families and the wider community about the program, including presentations, workshops, through online platforms and parent meetings.

## ENVIRONMENT

Plan an inspiring learning environment that fosters independence, inquiry and learning progression.  
Maintain respect for the learning environment and resources, both indoors and outdoors.  
Order resources to support and extend learning in the classroom, learning spaces and community.

## PROFESSIONALISM

- ✔ Model and promote Huili values: kindness, courage, integrity, respect and responsibility in the aim of enabling the Huili Identity: inspired, intellectual, independent, individual, inclusive
- ✔ Commit to regularly collaborating with peers to understand and extend children's theories, thoughts, ideas and questions.
- ✔ Attend all team meetings and committees as necessary and take on portfolio responsibilities within the team.
- ✔ Confident in Microsoft Office (Excel and PowerPoint) and database systems.
- ✔ Adhere to all procedures and policies as outlined in the Staff Handbook.

### PREFERRED APTITUDES

- ☑ A spirit of collaboration, stamina, drive, a sense of humour, a passion for children, positive nature, and a love of professional and lifelong learning form our fundamentals.
- ☑ Embraces every aspect of childhood and have an openness and willingness to learn about pedagogical practices that may be unfamiliar.
- ☑ Strong ability to embrace change and to work to tight timelines.
- ☑ Strong mind-set for continuous improvement to meet or exceed expectations.

Please submit CV and cover letter, together with an application form (available to download from [www.wellingtoncollege.cn/careers](http://www.wellingtoncollege.cn/careers)) in English and email to [jobs.hangzhou@wellingtoncollege.cn](mailto:jobs.hangzhou@wellingtoncollege.cn). Please note that any application with missing materials will not be considered.

Wellington College Hangzhou is totally committed to safeguarding the welfare of children and young people and expects the same from its employees. All new staff will be subject to enhanced pre-employment clearance, including identity checks, criminal background checks, qualifications checks and employment checks to include an exploration of any gaps in employment.