



WELLINGTON COLLEGE
INTERNATIONAL
HANGZHOU



ESL Teacher (Year I-Year II)

Job description

Wellington College International Hangzhou





ABOUT US

Wellington College International Hangzhou is the 13th member of Wellington College family worldwide and the international school of first choice in Hangzhou. We offer a uniquely British style international education delivering academic excellence for children of expatriate families from the ages of 5 to 18. We follow a world class curriculum based on the English National Curriculum which naturally leads into IGCSE and A Level qualifications in the Senior School. Our students will go on to attend the best Universities in the UK, the US and beyond to continue their studies. As with all Wellington College schools, the Wellington Values and Identities form the core of a well-being focussed education, delivered by our team of highly trained, expert and enthusiastic teachers.

The Wellington College Hangzhou campus covers over 74,000 square meters and hosts a range of custom built, state-of-the-art facilities that provide pupils with access to the very best academic and co-curricular opportunities.

OUR IDENTITY



Individual



Independent



Intelligent



Inclusive



Inspired

As influential 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.

BASIC INFORMATION

JOB TITLE

ESL Teacher (Year I - Year I I)

DEPARTMENT

Academic

SUPERVISOR

Head of Senior

OBJECTIVES

The teacher will work collaboratively with other colleagues across the school to provide expert teaching and in-class support which will help non-native pupils to improve their English so that they can achieve excellence in the academic curriculum.

The teacher must support each individual pupil's growth and development, encouraging them as Wellingtonians to be inspired, intellectual, independent, individual and inclusive. The teacher must demonstrate an understanding of the wider curriculum and administration needs of the school, show excellent communication skills and be an outstanding team player to whilst striving to achieve high standards by responding professionally, sensitively and caringly to the needs of the pupils.

MAIN PURPOSE

The teacher will:

- Teach timetabled lessons from a curriculum of ESL support for pupils identified by CEFR/Bell's Foundation as being below the age-expected level in English.
- Work in other teacher's lessons to provide real time ESL support for identified pupils.
- Provide strategies for teachers and TAs to best support pupils with English needs which will involve monitoring, evaluating and revising what is happening in classes.
- Ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.
- Maintain the positive ethos and core values of the school, both inside and outside the classroom.
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors.
- Direct support staff as appropriate.

KEY RESPONSIBILITIES:

The College is looking for a candidate who would relish the challenge of continuing to grow the provision of this vital area of support within our new school.

The teacher will:

- implement agreed school policies and guidelines;
- support initiatives decided by the Head of School and other staff;
- plan appropriately to meet the needs of all pupils;
- be able to set clear targets, based on prior attainment, for pupils' learning;

- provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning;
- report to parents on the development, progress and attainment of pupils;
- maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;
- participate in meetings which relate to the school's management, curriculum, administration or organisation;
- communicate and co-operate with specialists from outside agencies;
- lead, organise and direct support staff within the classroom;
- undertake all reasonable duties when requested by the Senior Leadership Team;
- be responsible for progress & attainment of all children within their class or teaching group.

Home-School communication

- Make parents feel welcome and build good relationship with parents.
- Introduce information regarding to EAL and English curriculum.
- Collect information of pupils' interests and growth from parents.
- Stimulate pupils' study by making use of parents' strengths.
- Provide consultations and support to parents' enquiries.
- Communicate with parents on a regular basis.
- Attend Parents' Meetings as required and provide accurate, honest information regarding the progress of individuals in English learning.
- Report to the parents in the form of regular written reports, when required.

Professional Integrity

- Be positive and build good relationship with colleagues.
- Complete tasks on time.
- Provide cover for absent colleagues as and when deemed necessary.
- Play a full role in the weekly extra-curricular activities programme. The programme will take place outside of the prescribed teaching hours, as directed by the Heads of School.
- Make a significant contribution to College assemblies, and newsletters, and by so doing highlight the work carried out by students in the subject.
- Promote an ethos of equality and equal opportunities for all pupils within the setting.
- Protect privacy of pupils, pupils' families and colleagues.

- Maintain the highest standards of care, child protection and safeguarding at all times
- Emphasize the importance of safety and of safe methods of working in the classroom, and indeed in all areas of the College and the curriculum. Communicate to the students that they must take a responsible attitude to equipment and materials, with which they have been provided, and that they will be punished and possibly charged for damage inflicted upon College property.
- Carry out duties in the College as required and timetabled by the Heads of School. This will include playtime supervision, lunchtime supervision and after-school supervision.
- Maintain, with the rest of the teaching staff, high standards of conduct both in and out of the classroom. Act always in a way that conforms to the College ethos and values, and is in the best interests of the students.
- Set high expectations and standards for the achievement of pupils and your personal performance.
- Contribute as fully as possible to the annual calendar of College events, in whatever way possible.

Professional Development

- Be familiar with the recent development of ESL teaching theory and practice.
- Improve yourself through continuous study and be willing to try new ideas.
- Be willing to accept others' good ideas and share your opinions.
- Frequently reflect on your work and share your experience with other colleagues.
- Support the College Development Plan generally and in so far as it relates to ESL.
- Attend staff meetings and briefings as and when required.

JOB QUALIFICATIONS:

BASIC QUALIFICATION

Education: Minimum of an undergraduate degree plus a recognised teaching qualification e.g. PGCE Desirable: Evidence of additional training and commitment to further professional development such as MA TESOL, or CELTA or DELTA.

Subject: English or language teaching related discipline

Language: Native English speaker

WORK EXPERIENCE

A minimum of 2 years work experience teaching ESL in high performing schools.

EXPERTISE

- Display excellence in teaching and high proficiency in supporting ESL learners.

- Prior experience of working with ESL learners is essential.
- Knowledge of China and teaching English in China is preferred.

PREFERRED APTITUDES

- Be able to assess pupils' interests, needs and developments
- Be able to develop the curriculum using best practice from research.
- Display the five Wellington Values.
- Proficiency with EdTech.
- Previous Cross-cultural working experience is preferred.

Please submit CV and cover letter, together with an application form (available to download from www.wellingtoncollege.cn/careers) in English and email to jobs.hangzhou@wellington-college.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.