



WELLINGTON COLLEGE
CHINA
惠灵顿(中国)



南通惠立学校
HUILI SCHOOL NANTONG

HUILI SCHOOL NANTONG JOB DESCRIPTION

POSITION: Early Years Class Teacher

Wellington College China is excited to welcome another member into its family - Huili School Nantong. Aligned with Wellington College in England's five core values of Courage, Integrity, Kindness, Respect and Responsibility, Huili School Nantong adheres strictly to Huili's vision to cultivate talent through virtue, kindness and integrity. The school is committed to providing world-class bilingual education for 7 to 18-year-old Chinese pupils and hopes to instill them with the five characteristics that make up the Huili identity of being Inspired, Intellectual, Independent, Individual and Inclusive. Huili School Nantong will encourage its pupils to become outstanding Chinese nationals with a well-rounded, global perspective.

Offering a complete 15-year education system, Huili School Nantong has a total planned area of 80,000m² and will start admitting Chinese nationals in September of 2022. Having an enrolment capacity of over 2000, the school also offers boarding options for approximately 900 pupils, starting from primary school age. Huili School Nantong adopts the same Victorian architectural style as Wellington College in England with teaching areas, boarding accommodation, school halls, a library, an indoor sports hall, a swimming pool, and outdoor football and rugby pitches. All facilities are designed to resemble its premium British counterpart.

Thanks to the network of talent Wellington College China has amassed over the past ten years, the new Huili School will have the organizations' full support as it aims to provide an outstanding academic team and a top-quality learning environment for Nantong pupils when it opens.

The following job description is a fluid document, and the list of responsibilities should not necessarily be seen as absolute. The post holder may be expected to carry out additional tasks that are reasonably deemed appropriate and, in a new and growing school, the job is likely to evolve.

BASIC INFORMATION:

JOB TITLE	Early Years Class Teacher
DEPARTMENT	Academic
SUPERVISOR	Head of Early Years
OBJECTIVES	

We are looking for specialist, qualified teachers of nursery, reception and year one pupils. Experience in international settings is welcome, and so is experience in multi-lingual environments, and in the UK state or private sectors. Most of our pupils are Chinese and we help them on their journey to developing fluency in English as they progress to primary school at age 6. Every class has English-speaking and Chinese-speaking teaching partners who are supported by teaching assistants and early years assistants.

KEY RESPONSIBILITIES:

- Share a commitment to the successful implementation of the vision, mission and goals of Huili School Nantong as we strive to create a culture of excellence.
- Maintain the highest standards of care, child protection and safeguarding always, reporting concerns as appropriate.
- Be a passionate advocate of Early Years pupils learning through play.
- Support a philosophy that values continuous learning and development for adults which is linked directly into pupil learning, school development goals and the school's vision.
- Set high expectations and standards for the achievement of pupils, your personal and your team's performance.
- Promote an ethos of equality and equal opportunities for all pupils within the school.
- Provide abundant learning opportunities and educational experiences that follow the pupil's interests, ensuring that all pupils progress, reaching their full potential.
- Actively promote English and Chinese language development through a range of age-appropriate, stage-appropriate and personalised learning opportunities.
- Contribute to the holistic well-being of all pupils and specifically to those assigned to your individual care through measuring wellbeing and involvement and implementing interventions where necessary.
- Celebrate the achievements of all pupils within the school through a variety of methods.

- Map development and pupil progress against key development indicators for each stage of learning.
- Moderate judgements to maximise validity, producing exemplification of learning.
- Record and evidence learning, progress and attainment through learning journals, One Note, iSAMS and other assessment and recording mechanisms.
- Use multiple sources of data to analyse and monitor progress to ensure that potential for learning is maximised.
- Model and promote the Huili values of kindness, courage, integrity, respect and responsibility in the aim of enabling the Huili identity, which is to be inspired, intellectual, independent, individual and inclusive.
- Provide opportunities for the community to be involved in the success of the pupils and the nursery.
- Contribute to the academic development plan and evolution of the nursery through creating a culture of excellence.

JOB QUALIFICATIONS

BASIC QUALIFICATION	Education	Bachelor's degree, teaching certificate
	Major	Early Years Education or related education majors
	Language	Native English speaker
EXPERIENCE	Working Experience	A minimum of 2 years working experience in teaching Early Years.
EXPERTISE	<ul style="list-style-type: none"> • Demonstrate personal and professional authenticity always • Be solution-driven, as opposed to problem-focussed in attitude and practice • Imbue determined practice always • Accept responsibility, and be accountable for the development, progress and achievement of pupils • Have a thorough understanding of the key development indicators used a framework for developing learning opportunities to all pupils • Follow pupil's interests and needs so that the potential opportunities for learning are maximised • Demonstrate effective planning and organisation for learning by: for example, uploading plans to SharePoint; recording attendance as required; tracking and submitting pupil progress and attainment data accurately and in a timely manner; create a learning environment that maximises the conditions for learning, deploying adults appropriately to ensure that all adult interactions also maximise the conditions for learning • Motivate pupils to stretch their level of ability and potential through engagement with a stimulating learning environment and the use of effective adult interactions • Set high expectations; and design learning opportunities and instructional experiences that meet the needs and stimulate active learning by all pupils • Select appropriate materials for implementation of the 	

specific pedagogical approach used and adapt materials and methods to the learning needs of all pupils

- Use resources effectively to support learning in the classroom and the indoor and outdoor learning spaces throughout the nursery
- Promote the characteristics of effective learning, the art of questioning, clarity of learning expectations, communication in large and small groups and with individual pupils in an atmosphere of mutual respect, independent thought and expression
- Work cooperatively with parents and generate trust and confidence in the learning experience of pupils
- Participate in the development of policies and promote a culture of excellence
- Use technology effectively for learning, record keeping, other administrative tasks, and communications
- Share responsibility for professional and collaborative team relations
- Serve, when asked, as a coach and mentor for other staff members
- Adhere to professional, ethical principles and practice
- Continually strive to improve the learning spaces, learning opportunities, teaching / facilitating techniques, and collaborative relationships
- Share responsibility for marketing Huili Nursery Nantong in the community
- Display personal qualities that reflect favourably upon the nursery
- Display pride in being a teacher and a member of the Huili Nursery Nantong team by displaying full participation in the nursery's culture
- Attend all team meetings and committees as necessary
- Identify and participate in professional development

	<p>opportunities and contribute to a professional learning community dedicated to ensuring the highest quality learning experience</p> <ul style="list-style-type: none"> • Be familiar with and support the management team in the effective implementation of the setting’s Health and Safety policy • Adhere to all procedures and policies as outlined in the Staff Handbook • Promote an understanding of the culture and heritage of China and display professional conduct in line with the culture and religious expectations of the country
<p>PREFERRED APTITUDES</p>	<ul style="list-style-type: none"> • Excellent communication and interpersonal skills, and preferably proven ability to communicate effectively with different types of people and in a cross-culture environment • Strong grasp of international best practices in education • Strong passion for education and pleasure in working with young people • Proven ability to work with metrics, numbers and trends, and develop recommendations for action based on analysis of data • Personal integrity, accountability and authenticity • Strong mindset for continuous improvement to meet or exceed expectations • Commitment to quality and attention to detail • Demonstrate competence in areas such as IT, budgeting, personnel development and information systems • Experience of working in bilingual schools would also be an advantage

To apply for this position, please complete our [online application form](#) (in English). You will also be asked to attach your CV and cover letter so we would suggest you have those ready in advance in Word or pdf format. Please note that any application with missing materials will not be considered.

Huili School Nantong 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.