

POSITION: Early Years Classroom Teacher

ABOUT US

Wellington College China represents the marriage of traditional values and progressive education. Our Wellington values of Courage, Kindness, Responsibility, Respect and Integrity are as pertinent today as they were more than 150 years ago when Wellington College was founded.

Our vision is to inspire pupils to become intellectual, independent, individual and inclusive: our Wellington identity. This will be based on a model of holistic education and pastoral provision that establishes the values and knowledge needed to be an effective global citizen. We aim to prepare pupils for success during and beyond life at the College by creating a caring, learning community that develops well-rounded individuals with strong values and the skills and identity to thrive in an ever-changing world.

Wellington College China currently comprises colleges located in Tianjin, Shanghai and Hangzhou. Together they serve approximately 3000 pupils. The colleges are:

Wellington College International Tianjin

Wellington College International Shanghai

Wellington College International Hangzhou

Huili School Shanghai

Huili School Hangzhou

Huili Nursery Shanghai

Huili Nursery Hangzhou

Wellington College China is committed to making professional learning and personal development central to its ethos and approach. Wellington College China fully recognises its responsibilities for safeguarding children. Our safeguarding policy applies to all staff, governors and volunteers working in the school.

Basic Information

JOB TITLE	Early Years Classroom Teacher	DEPARTMENT	Academic
SUPERVISOR	Executive 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:

1. Share a commitment to the successful implementation of the vision, mission and goals of Huili Nursery Shanghai as we strive to create a culture of excellence.
2. Maintain the highest standards of care, child protection and safeguarding always, reporting concerns as appropriate.
3. Support a philosophy that values continuous learning and development for adults which is linked directly into pupil learning, nursery development goals and the nursery's vision.
4. Set high expectations and standards for the achievement of pupils, your personal and your team's performance.
5. Promote an ethos of equality and equal opportunities for all pupils within the nursery.
6. Provide abundant learning opportunities and educational experiences that follow the pupil's interests, ensuring that all pupils progress, reaching their full potential.
7. Actively promote English and Chinese language development through a range of age-appropriate, stage-appropriate and personalised learning opportunities.
8. 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.
9. Celebrate the achievements of all pupils within the nursery through a variety of methods.
10. Map development and pupil progress against key development indicators for each stage of learning.
11. Moderate judgements to maximise validity, producing exemplification of learning.
12. Record and evidence learning, progress and attainment through learning journals, One Note, iSAMS and other assessment and recording mechanisms.
13. Use multiple sources of data to analyse and monitor progress to ensure that potential for learning is maximised.

14. 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.
15. Provide opportunities for the community to be involved in the success of the pupils and the nursery.
16. Contribute to the academic development plan and evolution of the nursery through creating a culture of excellence.

JOB QUALIFICATIONS

EDUCATION & QUALIFICATIONS	Education	Bachelor's degree and relevant teaching qualification in kindergarten / early years education
	Major	Early years education
	Language	Business level of spoken and written English
EXPERIENCE	Work Experience	2 years and above of relevant early years' education experience
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 weekly plans to SharePoint in advance of teaching; recording attendance as required; tracking and submitting pupil progress and attainment data accurately and in a timely manner; create a learning environment that 	

	<p>maximises the conditions for learning, deploying adults appropriately to ensure that all adult interactions also maximise the conditions for learning</p> <ul style="list-style-type: none"> ▪ 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
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	<p>opportunities, teaching / facilitating techniques, and collaborative relationships</p> <ul style="list-style-type: none"> Share responsibility for marketing Huili Nursery Shanghai 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 Shanghai team by displaying full participation in the nursery's culture Attend all team meetings and committees as necessary Identify and participate in professional development opportunities and contribute to a professional learning community dedicated to ensuring the highest quality learning experience 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
PREFERRED APTITUDES	<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

	<ul style="list-style-type: none"> ▪ 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
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Disclaimer: This description is intended to indicate the kinds of tasks and levels of work that will be required of this position. It is not intended to limit, or in any way to modify, the right of the head of early years, or designated leader, to assign, direct or reassign duties and responsibilities at any time. Additional information will be provided in the Staff Handbook and through staff induction.

Applicants are invited to submit all relevant documents by the date stated below. Following shortlisting, candidates will be invited for interview within four weeks of the deadline date. Please submit CV and cover letter, together with an application form (available to download from www.huilieducation.cn/shanghai-nursery) in English and email to jobs.hns@huilieducation.cn. Interviews for the post will take place early in 2023. Please note that any application with missing materials will not be considered.