

Bishkek International School

Job Description: English Language Acquisition (ELA) Teacher

Bishkek International School is a non-profit community school providing excellent international education in a safe, supportive and friendly environment. The school opened in September 2011 and now has over 300 students from age 2 to 18. Fifty-five percent of our students are American, Asian and European citizens, children of employees of embassies, international organizations and international business or NGOs. Forty-five percent of students are Kyrgyz citizens. The school welcomes all students regardless of ability, gender, ethnicity, language, or religious belief and everyone is encouraged to take part in all school activities. BIS is accredited by the New England Association of Schools and Colleges (NEASC) Commission on International Education. As an IB World School we offer the IB Diploma Programme, IB Middle Years Programme (MYP), and IB Primary Years Programme (PYP). We are also a Cambridge International School, with Cambridge Assessment International Education accreditation for the IGCSE programme.

RESPONSIBILITIES

English Language Acquisition (ELA) Teaching

1. Work with the Head of English and Programme Coordinators to plan, deliver, and assess IB Primary years Programme (PYP), IB Middle Years Programme (MYP) and IGCSE ELA Interventions and Classes.
2. Align classroom learning and teaching to PYP, MYP and IGCSE approaches or subject-specific practices as directed by the Head of English.
3. Provide a positive learning environment for each student and inspire student to expand their understanding and use of the English language.

General Teaching Responsibilities

1. Align classroom learning and teaching to programme requirements, as appropriate.
2. Create an engaging classroom environment that motivates students to learn and ensure all student expectations are high.
3. Provide a positive learning environment for each student and inspire students to expand their understanding and enjoyment of the subjects taught.
4. Differentiate instruction to meet the individual needs of each student to be socially and academically successful, having regard to the abilities and aptitudes of individuals.
5. Enhance lessons through incorporating technology into the teaching program and be creative in working with limited resources.
6. Use a wide range of assessment methods to ensure student knowledge and understanding are appropriately recorded.
7. Provide individual tutoring for students who need support to progress in their course.
8. Be an exemplary teacher, clearly demonstrating effective planning, teaching and organization, and high standards of achievement and behaviour in lessons.
9. Collaborate with other teachers to ensure a consistent approach to learning and achievement of standards for each group.
10. Work with the Programme Coordinators to produce relevant planning documents and attend relevant Programme meetings.

Extra- Curricular Activities

1. Organize and lead extra-curricular activities and sports teams that promote positive interactions among students of all ages and develop their creativity and sporting potential.

General

1. Act as ambassador for the school and act in a manner that upholds the values and ethos of the school at all times
2. Maintain high quality standards in all areas of the school
3. Any other activities as agreed with management to contribute to overall development of the school.

REPORTING

Report to English Language Acquisition Coordinator for ELA Teaching

Requirements

1. University degree in related area;
2. Team work skills, marketing skills, skills of working in multicultural environment;
3. Great skills of an interpersonal communication. Skills of communication with target audience;
4. Computer skills, skills of using office equipment;
5. Excellent English and Russian language skills, Kyrgyz is desirable.

Desirables

- Other language skills

Timing and duration: Position is subject to 3-month probationary period. The position is part time. The position is available immediately.

Application

- Send your application in English by email to hr@esca.kg
- Include: (i) a brief cover letter summarizing your suitability for the post and the reason for applying; (ii) your CV; (iii) a list of three referees with contact details.

Deadline for Applications

Interviews and appointment will be arranged as soon as appropriate applications are received. Early application is advised.

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2. Align classroom learning and teaching to PYP, MYP and IGCSE approaches or subject-specific practices as directed by the Head of English.

3. Create an engaging classroom environment that motivates students to learn and ensure all student expectations are high.

4. Differentiate instruction to meet the individual needs of each student to be socially and academically successful, having regard to the abilities and aptitudes of individuals

5. Use a wide range of assessment methods to ensure student knowledge and understanding are appropriately recorded and reported to Homeroom and Form Teachers and Programme Coordinators.

6. Be an exemplary teacher, clearly demonstrating effective planning, teaching and organization, and high standards of achievement and behaviour in lessons.
7. Provide a positive learning environment for each student and inspire students to expand their understanding and use of the English language.
8. Enhance lessons through incorporating technology into the teaching programme and be creative in working with limited resources.
9. Collaborate with other teachers in each programme as required
10. Plan, keep and report appropriate records to school management and parents as required.
11. Perform support teacher functions as required including supporting the library team in the absence of library team members.