

Bishkek International School

Job Description: Art 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 400 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

Art Teaching Assistant (up to 25 Teaching Period equivalent (TPE))

1. Assist Art Teachers in Primary, Middle and High School to plan, deliver and assess the visual arts program in these grades, with allocation subject to student enrolment and teacher allocations.
2. Align classroom learning and teaching to programme requirements as appropriate
3. Create an engaging classroom environment that motivates students to learn and ensure all student expectations are high
4. Provide a positive learning environment for each student and inspire students to expand their understanding and use of the subjects being taught.
5. 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.
6. Enhance lessons through incorporating technology into the teaching program and be creative in working with limited resources.
7. Use a wide range of assessment methods to ensure student knowledge and understanding are appropriately recorded.
8. Provide individual tutoring for students who need support to progress in their course.
9. Be an exemplary teacher, clearly demonstrating effective planning, teaching and organization, and high standards of achievement and behaviour in lessons Collaborate with other teachers to ensure a consistent approach to learning and achievement of standards for each group.
10. Work with Programme Coordinators to produce relevant planning documents and attend relevant Programme meetings.
11. Plan, keep and report appropriate records to school management and parents.

Visual Learning Environment Leader (5 TPE)

1. Asses all internal and external surfaces and their contribution to the overall learning environment for students and staff, especially internal walls and classrooms for Middle/High school
2. Work with students, staff, and professional artists to develop concepts and designs to enhance the visual environment in the school.
3. Work with the Head of Administration to approve budgets and designs for specific areas for specific time periods.
4. Supervise implementation of project designs to provide an inspiring and positive learning environment for all students.

Other Responsibilities

1. Work with Art Teachers to plan, prepare and deliver art exhibitions and demonstrations, both from students and from recognised professional artists.
2. Organise and lead extra-curricular activities and student engagement in issues related to arts or other areas of interest, to promote positive interactions among students of all ages and develop their academic, creative and sporting potential.
3. Organise and lead relevant educational visits for Primary/Middle/High school students if required and agreed.

General

1. Maintain knowledge of current educational theory and practice and undertake professional training in liaison with the Head of Department and Programme Coordinators.
2. Take English courses, paid for by BIS, to become fluent in English.
3. Act in accordance with the budgets, policies, procedures, directions and decisions of the school management
4. Act as ambassador for the school and act in a manner that upholds the values and ethos of the school at all times
5. Maintain high quality standards in all areas of the school
6. Any other activities as agreed with management to contribute to overall development of the school.

REPORTING

Report to the Head of Administration as Visual Learning Environment Leader.

Report to the Head of the Visual Arts Department for teaching and all other work.

Work closely with the Programme Coordinators for PYP, MYP, IGCSE and DP, as appropriate.

TIMING & DURATION

The position is available starting 14 August 2024. This is a full-time position (subject to 3 months' probation) which will be renewable by mutual consent.

REQUIREMENTS

- University Degree in Art or a related subject.
- Experience teaching primary, middle and high school students
- Genuine enjoyment of working with students and the ability to enable a wide range of students to reach their creative and academic potential.
- Ability to plan strategically, to set and meet deadlines and to implement plans
- Capable of developing new educational programmes
- Excellent interpersonal, team leadership and membership skills
- Able to communicate well with students, staff and parents and gain their confidence and respect
- A commitment to Professional Development
- Good English and Russian

DESIRABLES

- Experience teaching IB PYP, MYP, Cambridge IGCSE and IB Diploma
- Additional language skills
- Prior teaching experience in an international environment

APPLICATION

- Send your application in English by email to hr@bis.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.