

JOB DESCRIPTION FOR EAL TEACHERS

Job Title: EAL Teacher
Department: Whole College
Reports to: Head of EAL
Must liaise with: Class Teachers; co-teachers; specialist teachers

Effective Date: August 2017

Our Ethos

Malvern College Egypt College Egypt (MCE) understands that our teachers are the most important resource we have in order to afford our students with a first rate academic and holistic international education. We believe that education is about enrichment, not only of the individual but of the communities within which those individuals live and therefore of society in general. MCE College aims to provide an education of the highest possible standard for each of its pupils in key areas of development. The most important of these are the academic, cultural, moral and co-curricular. We have high expectations of our pupils in terms of their effort, achievements and behaviour and we aim to provide them with the means by which they can develop to the best of their abilities their knowledge, skills and personality. By so doing we seek to develop confident, well-rounded individuals who can be successful in their own lives and of service to others. It is the quality of the people and the human relationships between them that make MCE special. Whether it is the way in which a department works, a class works or teachers and tutors work with individual pupils, our view of education is based on mutual respect, trust, pastoral care and a positive outlook.

Person Specification

Education - Graduate qualified teacher, Bachelors degree in relevant subject area

Experience – At least 2 years working with EAL students in the relevant age group. Experience in an international school is preferred but not essential. Experience of the British education system is preferred but not essential. Experience in raising achievement and setting aspirational targets is essential.

Skills - Ability to analyse student data and promote student achievement. An understanding of how the learning continuum flows through the College. Able to use educational ICT to promote learning. Excellent knowledge of curriculum content and pedagogy. Proficient in using a variety of assessment and feedback techniques.

Personal attributes - An exemplary practitioner who leads by example. Commitment to uphold and support the schools ethos. Commitment to supporting all aspects of our programme including extra-curricular activities and contribution to school community. Prepared to work hard in a high performing, fee paying, independent international school. Excellent interpersonal skills. Flexibility.

A clear focus on learning is the foundation stone of MCE's teacher standards, which guide and inform our approach to our students' learning and development across each age range. They are:

Knowing their students as people and how they learn

It is an expectation that MCE teachers have detailed knowledge of not only the developmental characteristics and learning needs of the students they teach, but also their personalities and who they are as people. This requires real empathy and skill in meeting the wide variety of individual learning and pastoral needs of international school students with their differing linguistic, cultural and educational circumstances.

Planning and delivering excellent learning and teaching

It is an expectation that MCE teachers not only have up to date knowledge of their respective curricula but that they have high expectations for their students and as a result, set challenging learning goals. We want our pupils to gain the best results of which they are capable. Therefore, MCE teachers use a variety of learning and teaching strategies, ideas, resources and digital technology to support their students in achieving these goals and results. They encourage their students to develop a love of learning, of exploring ideas and of discovering the world about them. They encourage active student participation in classes with an emphasis on understanding, creativity and critical thinking so that our students are able to work confidently with others.

Assess, provide feedback and report on student learning and progress

Malvern College Egypt teachers are skilled and effective users of assessment for supporting and developing learning. They use a range of assessment strategies and data to inform their appraisal of students' progress, which aids their planning, and reporting of student progress and to design appropriate intervention and support.

Demonstrate International-mindedness and Global Citizenship

Malvern College Egypt teachers appreciate the different perspectives and beliefs of people from different countries, cultures, religions and languages. They do so by showing politeness, respect, kindness and concern. These values should permeate every aspect of the school. They recognise the importance of developing our students to be ethical global citizens. MCE teachers want each pupil to develop a sense of self-worth, knowing the difference between right and wrong and doing the right thing when it comes to making choices.

Engage Professionally in Learning and with the Community

Malvern College Egypt teachers are given access to top quality professional learning. It is an expectation that they participate collaboratively with colleagues to improve their practice. They hold themselves accountable to the highest professional standards in their interactions with colleagues, students and parents.

Brief Overview of Role:

- To plan, develop and deliver an educational programme which supports the English Language acquisition of the EAL learners at MCE.
- To provide an educational environment conducive to the learning of the children in line with the school's educational philosophy.
- To understand the needs of individual EAL students, structuring their learning so that they progress at a rate which challenges them within a secure environment.
- To liaise with, and support teaching staff as required.

Specific Responsibilities are as Follows:

- Creation of lessons within which students' English Language learning flourishes.
- Teaching groups, individuals, and providing in-class support for EAL Learners as assigned by the Head of EAL.
- Facilitating EAL student's access to the curriculum, adhering to school policies and curricular documents.
- Modifying teaching materials and teaching methods to best meet the needs of EAL learners.
- Recording children's progress, attainment and achievement in line with the school's EAL policies and procedures, and general assessment policy.
- Reporting to class teachers and parents in line with the school's reporting and assessment policy.
- Ensuring frequent and timely communication with teaching staff regarding:
 - timetabling and EAL support for assigned students.
 - the most effective teaching approaches for EAL learners.
- Developing and maintaining positive and productive professional relationships with colleagues.
- Involvement in planning the curriculum.
- Conducting interviews and assessments of potential students as required.
- Attending meetings as required.
- Contributing to in-service training as required.
- Maintaining discipline in line with school policy.
- Undertaking supervisory playground duties.
- Attending and supervising year group and class excursions as required.
- Playing a part in the co-curricular life of the students by organising or being involved with an extra curricular activity.

Safeguarding

Malvern College Egypt employees are committed to safeguarding and to promoting the welfare of children and youngpeople. They ensure a secure, stimulating and well managed learning environment that promotes a sense of safety, support and wellbeing.