

Candidate Brief for *Teaching Post*

Effective August 2022

BRITISH INTERNATIONAL SCHOOL HANOI

A NORD ANGLIA EDUCATION SCHOOL







Principal's Welcome

Dear Applicant,

Thank you for your interest in the British International School Hanoi.

At BIS we offer a British style education to the international community of Hanoi leading to qualifications that are recognised, valued and respected around the world in universities and institutes of further education.

Our students are at the heart of what we do. Working in partnership with parents, our staff tailor each student's learning around their individual needs, interests and abilities so they can achieve more than they thought possible.

During times of virtual learning our school continues to deliver an unbeatable educational provision. Our uniquely designed Virtual School Experience (VSE) draws upon the expertise of our large network of internationally trained teachers to ensure that all our students continue their learning journey through interactive and engaging online and off-screen activities.

As part of the Nord Anglia family of 76 schools, our students connect with the fellow students from more than 30 countries, learn and interact with one another via Global Campus, our exclusive online learning platform.

Our students and staff also benefit from our unique partnerships with leading organisations such as Juilliard, MIT, and UNICEF. These partnerships offer our students and staff outstanding learning opportunities and ensure they gain a truly global educational experience. All Nord Anglia teachers automatically become a part of our Nord Anglia University. This gives all staff direct access to a range of courses and collaborations that support everyone with their continuous professional development.

Academic success is valued highly at BIS Hanoi, but it is also our belief that the all-round development of each student is just as important. We ensure that to 'Be Ambitious' and live our mission to the fullest we are:

- A school where integrity, care and respect lie at its core
- A school where each person learns through enquiry, perseverance and reflection, aiming high to make excellence a habit
- Global citizens who are enthralled by learning together to build a deeper understanding of the world

Thank you once again for your interest in our school. We hope you enjoy looking through this candidate information and would welcome the opportunity to meet to talk in more detail with all suitably qualified candidates.

Richard Vaughan
Principal







British International School Hanoi

Mission Statement
BIS Hanoi is a caring community that enables all individuals to realise their academic and personal potential in a dynamic and challenging learning environment which values enquiry, perseverance and reflection. We act with integrity and treat one another with care and respect, learning together as responsible global citizens.

Our School Community
The British International School Hanoi is a positive, thriving learning community, committed to educational excellence based on the most rigorous of global standards, where students from over 25 nationalities are highly motivated to learn and achieve. BIS is an all through school of over 1,000 students, from 2 to 18 years. Primary and Secondary teachers work together closely to deliver an enriched, well-rounded curriculum, inspired by the English National Curriculum, and leading into the IGCSE and the IB Diploma programme.

As a Nord Anglia Education school, BIS Hanoi is superbly resourced, with excellent facilities and technology supporting holistic learning, leading to exceptional educational outcomes in all areas. With over 1000 students, BIS Hanoi continues to grow and is an energetic, welcoming environment with exciting opportunities for collaboration and professional growth.

Hanoi itself is rich in culture and history with exciting travel opportunities both within Vietnam and regionally, and nature at its doorstep. The outstanding benefits package provides teachers with an excellent lifestyle and large saving potential, and includes quality housing, medical, flights, gym membership, transportation, and settling allowance.

To learn more about our school and see our latest updates, please view our Facebook page and the News and Events section of our website.

Living in Hanoi
Hanoi itself is rich in culture and history with exciting travel opportunities both within Vietnam and regionally, and nature at its doorstep. The outstanding benefits package provides teachers with an excellent lifestyle and large saving potential, and includes quality housing, medical, flights, gym membership, transportation, and settling allowance.

Accreditation
BIS Hanoi is a fully accredited member of the Council of International Schools (CIS) and the Western Academy of School and Colleges (WASC). Our international IGCSE qualifications are fully accredited by the Cambridge Assessment International Education Examinations Board, part of the University of Cambridge. We are also an IB World School and authorised to offer the IB Diploma Programme. The school is a member of FOBISIA – the Federation of British International Schools in Asia.

Examination Results
BIS Hanoi students achieve outstanding academic results, outperforming global averages in renowned qualifications including IGCSEs and the International Baccalaureate Diploma Programme. In 2021, our students received outstanding IGCSE results, with 93 percent gaining A*-C grades and 62 percent achieving A*-A grades across all subjects. In the 2021 IB exams, 100 percent of our students passed the IBDP and averaged 38.2 points, with 41 percent receiving 40 points or higher and one student receiving the perfect score of 45 points. This excellent achievement enables our graduates to successfully secure places at their universities of choice from all around the world.

Facilities
BIS Hanoi is a state-of-the-art, purpose-built school with exceptional facilities in all campuses such as a large library, a theatre, an auditorium, a 25m indoor swimming pool, a sports hall, and artificial turf playing fields. All classrooms are equipped with interactive whiteboards, data projectors and air purifier. The school also has specialist suites for STEAM, Science, Computing, Art, Music, Drama and Dance. Primary classrooms also feature special ‘breakout’ rooms for small group work. All the school buildings have wireless network access whilst outside playgrounds meet international standards of safety and flexibility

Staffing
All our teaching staff are highly qualified with relevant British curriculum experience. We select energetic and creative teachers with a proven track record of successfully motivating and inspiring children to make the best of their abilities at school in a caring and happy environment. All EYFS and Primary classes have English speaking Vietnamese teaching assistants, many of whom are qualified teachers.

University Destinations
Our BIS Hanoi graduates successfully secure places at some of the most prestigious educational institutions worldwide including those within the Ivy League and Russell Group, with the majority of them attending their first or second choice of university.

Management and Leadership
Within Nord Anglia Education the school has a South East Asia and Middle East Managing Director. On a school level the Principal has overall responsibility for all educational issues and for coordinating all campuses to ensure a “one-school” philosophy. The Principal chairs weekly senior leadership meetings with the two Heads of Primary and Secondary school, the Business Director as well as the Director of Admissions and Marketing.

The day-to-day running of each school is the responsibility of the Head of Primary and the Head of Secondary, who, together with the Deputy Head Teachers and Assistant Head Teachers form the Secondary/Primary Senior Leadership Teams. It also has a range of Heads of Year and Phase Leaders who are in charge running of all academic programmes and activities involving staff, students and parents.

Experience and Qualifications Sought

Essential:

- A university degree and a teaching qualification
- A minimum of 2 years relevant teaching experience
- Secondary teachers only - the ability and experience to teach across the age range from Year 7 to Year 13

An Advantage:

- Previous international experience
- Experience of the International Primary Curriculum (IPC) for primary posts
- Experience of the IB Diploma programme for secondary posts
- Competence and confidence with ICT in the classroom

Professional Qualities Sought

- Positive attitude
- Flexible approach
- Accepting of responsibility
- School comes first
- Professional appearance (dress code)
- Deep pride in the quality of your work
- Committed to the students
- Positive role model

Personal Qualities Sought

- Fluent English speaker
- A positive and professional approach to school life
- Personal confidence and determination
- A willingness to go the “extra mile”
- Strong interpersonal skills
- Good communication skills both orally and in writing
- Reliability and integrity
- Sense of humour
- Creativity and vision
- Able to work under pressure and meet deadlines
- Able to manage own time and workload
- Highly organised and able to prioritise
- Good ICT skills
- Awareness of and sensitivity to Asian culture

What Can You Expect From Us?

- To be treated fairly and with respect
- A safe, attractive and friendly working environment
- Purpose built schools with first class facilities
- A generous level of resources and materials
- Fantastic children
- To work hard – we have high expectations of our teachers
- Opportunities for continued professional development
- Collegial support
- A good standard of living within Vietnam

What Makes Our Lessons Special?

- Dedicated, skilled and committed teachers
- All teachers are fully qualified and British curriculum experienced
- First class facilities and resources
- Availability of modern technology
- Innovative learning ideas
- Stimulating learning environments
- Each child is developed as an independent learner
- Ordered and disciplined classrooms
- Trusting and caring relationships
- High levels of enjoyment
- Homework set on a regular basis
- English speaking Teaching Assistants in all primary classes

What Makes The School Special?

- A British education is respected world-wide
- Academically successful - proven examination success at IGCSE and IB Diploma levels
- High standards of behaviour
- High levels of parent satisfaction
- Individual successes are recognised, rewarded and celebrated
- A wide range of co-curricular activities
- The all-round development of each child as a global citizen
- Students develop as life-long learners
- Traditional virtues and good manners are reinforced
- Children feel proud of themselves and the school
- An international mix of students from more than 25 nationalities



International Teaching

If you haven’t taught overseas before you might like to consider whether you are the sort of person who is able to easily adapt to teaching in another country by considering

how you would respond to the following general advice:

- Learn as much as possible about the host country in advance so that you have realistic expectations
- Anticipate a challenging adjustment period of at least three months before making a decision about the move and whether you like it or not
- Do not expect to be able to replicate your current lifestyle
- Look for what is here, not for what isn’t
- Always try to understand the host country perspective. It will be different!
- Develop a tolerance for ambiguity and frustration by being flexible and open towards the new culture
- Do not expect of the new culture the same sense of urgency or availability of conveniences
- In all things be flexible
- Look for ways to strengthen and maintain your enthusiasm
- Maintain a sense of humour, but most importantly be ready to laugh at yourself

Salary and Benefits

We offer a professional working environment and an attractive remuneration and benefits package that includes a tax free salary, housing allowance, free education for dependent children, medical insurance, annual return flights and health club membership, a settling in allowance and an end of service severance payment (gratuity). Exact details will be presented at interview.

The Application Process

If you are interested in any of our vacancies and you feel you can inspire our students please apply for this vacancy using our recruitment portal operated by Job Tracker at nordangliaeducation.jobs/vacancies.aspx. You will need to upload a letter of application and an up-to-date CV, which must include a recent professional photograph and the contact details of two educational referees.

Further information can be obtained from our website at **www.bishanoi.com**.

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