



**Beau Soleil**  
Collège Alpin International

# Teacher of English

## JOB DESCRIPTION

REVISED MARCH 2021

## Purpose

English lies at the heart of a Beau Soleil education. Whether it is exploring classic texts, contemporary literature, or studying text messaging and taboo in IBDP Language and Literature lessons, the quality of our English provision defines our students' ability to enjoy learning and successfully navigate the curricular programmes they follow

## Location

The role is based at Collège Alpin Beau Soleil in Villars-sur-Ollon, Switzerland.

## Reports To

The role is part of the English & Student Support faculty and reports to the Faculty Leader.

## Key Responsibilities

The following gives a guide to the main tasks and the scope of the role. These are not exhaustive and may vary where necessary to suit the skill set of the post holder and the needs of the school.

### Essential Professional Activity

- Inspire trust and confidence in students, colleagues and parents
- Engage and motivate students
- Build a strong profile for their subject within and beyond the Humanities faculty
- Continually strive to develop the quality of students' learning
- Work collaboratively and with a commitment to continuous improvement
- Contribute significantly to school improvement/development planning and promote the learning priorities of the school development plan
- Develop and deploy resources to support high quality student learning
- Promote the wider aspirations and values of the school

### Planning, Teaching and Class Management

Teach students so that they achieve the best they can by:

- Planning effective teaching programmes which provide exemplary learning opportunities within and beyond the classroom
- Positively targeting and supporting individual learning needs
- Maintaining high levels of behaviour and discipline
- Effectively using homework and other extra-curricular learning opportunities
- Establishing a purposeful and safe learning environment

### Tracking, Assessment, Recording, Reporting

- Make effective use of formative and summative assessment to plan challenging learning opportunities for all students
- Monitor and record students' learning to ensure they remain on track to achieve challenging targets
- Report on progress to appropriate stakeholders

## As a tutor

- Support the academic progress of a small group of students within one of our boarding houses
- Act as coach and mentor to individual tutees
- Contribute to action plans and other support mechanisms
- Alert appropriate staff to problems experienced by students
- Communicate effectively with Housemasters and mistresses (HMs) and / or parents of students, liaising with other staff as appropriate;
- Support the boarding house via weekly duties and other occasional events

## Extra-Curricular Activities

- Support the life of the school beyond the classroom
- Lead one or more agreed after school activities each week
- Participate in residential weeks and other trips as appropriate
- Contribute to whole school learning initiatives

## Other Requirements

- Contribute positively to the morale and community spirit in the school
- Work effectively in different teams
- Operate at all times within the stated policies and practices of the school
- Maintain an up to date knowledge of good practice in teaching techniques
- Undertake professional development to enhance teaching and students' learning, and apply outcomes and identify impact/share outcomes with colleagues
- Meet responsibilities with regard to health and safety, equal opportunities and other relevant legislation and conform to professional and ethical requirements
- Any other appropriate duties as allocated by members of the school's leadership team

## Education and Professional Qualifications

- Relevant degree and teaching qualification.

## Experience

- Proven track record with at least two years' teaching experience
- Experience of being part of a highly successful department and school
- Demonstrable evidence of innovating and adapting curricula to engage children and enable them to perform highly
- Experience of delivering a UK National Curriculum and/or the IB Diploma

## Person Specification

- Passionate about education and learning
- Evidence of commitment to continuous professional development
- Understanding of the complex and demanding environment of an international boarding school community
- Warmth and kindness, with flexibility and empathy
- Excellent oral and written communication skills
- Strong organisational skills

## Safeguarding and Right to Work

- Hold a current Enhanced Criminal Records Bureau Disclosure or equivalent for countries lived in outside the UK.
- Compliance with visa requirements for working in Switzerland.
- A commitment to safeguarding and promoting the welfare of all pupils, and the willingness to undertake appropriate child protection training when required.

## Remuneration

Competitive remuneration and benefits based on experience.