BELA Program
Job and Person Specification

Position: High School Teacher
  English/Language Arts
  History

Site: To be determined

Period of Appointment: 25 August 2014 – 15 July 2016 (subject to renewal)

JOB DESCRIPTION

Role Description / Working Relationships
The English/Language Arts/History teacher will have a deep understanding of English and language arts and of history, U.S. and World as well as the learning and teaching of English and history. The candidate will understand that s/he will be teaching content to second language learners.

The English/History teacher is expected to work with his/her BELA colleagues, planning closely and attending collaborative planning sessions. S/he will be able to use an inquiry-based approach and to differentiate through various strategies. Every BELA teacher is expected to contribute to the extra curricular activities of the program/school. The English/history teacher is responsible to the Chief Academic officer.

PERSON SPECIFICATION

The successful applicant is expected to have the following skills, abilities, knowledge and experience:

Personal Skills and Abilities
- A deep and thorough understanding of English
- A deep and thorough understanding of history
- Appreciation of different learning styles and strategies to address them
- Ability to establish effective working relationships with students, colleagues, and staff
- Ability to communicate both orally and in writing, taking into account that all students are second language learners
- Skills in working with a range of students of different abilities
- Skills in inquiry based learning
- Technological competency

Knowledge
A sound understanding of:
- Contemporary teaching and learning theories and practice
- Collaborative planning
- Differentiation
- How second language learners access knowledge
Experience
- One year successful teaching preferred
- Working with second language learners a plus

Qualifications
- Certification in English and/or history teaching
- Qualified teacher status

PERFORMANCE STANDARDS

Teaching Methodology
- Plans and prepares effectively, using appropriate technology and resources to create relevant lessons and engage students
- Demonstrates effective teaching methodologies through a range of appropriate strategies and techniques
- Gives students timely and relevant feedback, both oral and written, on all aspects of their work
- Uses appropriate assessment and reporting procedures in accordance with BELA expectations
- Creates and maintains ongoing digital portfolios of student work including comprehensive writing samples, formative and summative assessments, project components and work indicative of student learning throughout the year
- Demonstrates flexibility and responsiveness
- Delivers relevant curriculum content
- Engages students to integrate technology for learning, including research, power point, media presentations
- Reflects on teaching with a view to improvement

Motivation of Students
- Engages students in active learning
- Establishes high expectations that value and promote learning

Communication and Relationships
- Establishes and maintains good communication processes with colleagues and leaders
- Fosters respect, credibility and competence with colleagues and school community

Contribution to Wider School Activities
- Contributes to activities which enhance the life of the school community

Professional Knowledge
- Demonstrates knowledge of relevant curriculum, and of contemporary teaching and learning and assessment theory
- Identifies own professional development needs and takes action to upgrade professional knowledge
- Demonstrates an ongoing developing knowledge of the host country, China