

<b>LOCATION</b>	The British Vietnamese International School (BVIS)
<b>JOB TITLE</b>	Physical Education Teacher (Secondary)
<b>JOB PURPOSE</b>	To support Secondary Headteacher and leaderships team in fulfilling the school's mission statement by delivering a high quality education to children
<b>REPORTING TO</b>	Head of Department
<b>DIRECT REPORTS</b>	Head of Secondary, Principal
<b>OTHER KEY RELATIONSHIPS</b>	Students, families (current or prospective)
<b>PACKAGE</b>	Competitive
<b>SAFER PRACTICES</b>	<b>The British Vietnamese International School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including references from previous employers in accordance with our recruitment policy. Interviews will be conducted in person, and they will explore candidates' suitability to work with children.</b>
<b>KEY RESULT AREA</b>	
<b>General Responsibilities</b> <ul style="list-style-type: none"> <li>Promote the 'mission' and philosophy of the school, ensuring that children are working towards being international citizens;</li> <li>Ensure that planning, preparation, recording, assessment and reporting are of the highest quality and meet the varying learning and social needs of students;</li> <li>Be flexible and adjust to the needs of the school, actively contributing to its development and growth;</li> <li>To demonstrate thorough curriculum knowledge, teach and assess effectively;</li> <li>Use the student tracking and monitoring processes to advance student learning and enhance professional practice in line with the school's aspirations and priorities;</li> <li>Take personal responsibility for professional development and for student progress</li> <li>Communicate effectively the school's stakeholders, being an ambassador for the school at all times.</li> </ul>	
<b>Quality Learning</b> <ul style="list-style-type: none"> <li>Ensure all children develop their language skills;</li> <li>Plan lessons to ensure high student engagement and enjoyment;</li> <li>Plan to meet the needs of a wide range of learners, so that all are appropriately challenged;</li> <li>Ensure children's skills of enquiry, problem solving and creativity are developed and applied;</li> <li>Provide opportunities for both collaborative and independent learning;</li> <li>Work collaboratively with other teachers and teaching assistants to support quality learning;</li> <li>Deliver home learning tasks to children in accordance with the agreed policy and guidelines;</li> <li>Maintain a good quality learning environment, including public spaces;</li> <li>Communicate progress through written reports, parent consultations and other, as required by the school.</li> </ul>	
<b>Pastoral Care</b> <ul style="list-style-type: none"> <li>Be the first point of contact and provide pastoral care to children in your class(es);</li> <li>Maintain a purposeful and safe learning environment for all students;</li> <li>Promote the general progress and well-being of individual students, of the class and of the tutor group as a whole, when assigned as a form tutor;</li> <li>Contribute to the preparation of action plans and other support mechanisms;</li> <li>Alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved;</li> <li>Communicate effectively with parents of students, liaising with other staff as appropriate.</li> </ul>	
<b>Extra-Curricular Activities</b> <ul style="list-style-type: none"> <li>Support the life of the school beyond the classroom;</li> <li>Undertake the planning and organisation of day trips as required;</li> <li>Support the Head of PE and the school in delivering after school clubs, squads and sporting competitions;</li> <li>Support all Key stage events such as productions and assemblies.</li> </ul>	

### Personal Development

- Participate fully in the school's Performance Management procedures and appraisal, including objective setting
- Continual development through the identification and implementation of your own Personal Development Plan, leading to improved performance
- Participate in learning walks, observations and coaching, as appropriate

### OTHER

- Promote and embodies *The CORE 7 Leadership Capabilities*:
    1. **Accountable** – Establishes a high performing culture and accepts accountability for organisational performance.
    2. **Strategic** – Leads opportunity and is committed to continuous improvement aligned with the organisational vision and direction
    3. **Collaborative** – Works collaboratively with others to achieve organisational outcomes
    4. **Entrepreneurial** – Creates organisational value for diverse stakeholders and achieves commercial success
    5. **Enabling** – Drives excellence through valuing and developing others
    6. **Agile** – Achieves personal and organisational success within a changing, dynamic and complex environment
    7. **Resilient** – Demonstrates personal resilience within a demanding environment of high expectations
  - Each individual must ensure that they meet their statutory responsibilities and Company policies with regard to Health and Safety, Equal Opportunities and other relevant legislation
  - A commitment to safeguarding and promoting the welfare of all pupils.
  - Willingness to undertake appropriate child protection training when required
- ☞Be a valued member of the team and organisation☞

PERSON SPECIFICATIONS	
<b>Experience / Knowledge</b>	
• Degree plus PGCE/QTS	Essential
• Good working knowledge of the English National Curriculum	Essential
• Good working knowledge of IGCSE	Desirable
• Good working knowledge of A Level	Desirable
• Good classroom practice and interpersonal skills	Essential
• Ability to prioritise workloads and to work on own initiative	Essential
<b>Skills</b>	
• Experience of teaching in the UK and overseas	Highly Desirable
• Experience of leading meetings or INSET sessions	Desirable
• Ability to teach a range of sports	Essential
<b>Qualities specific to a dual-language school</b>	
• EAL levelling	Essential
• Be able to engage and inspire new learners of English	Essential
• Be open to ideas, to continued professional development	Essential
• Be creative in the design and delivery of the curriculum	Essential
• Be energetic and prepared to go the extra mile in shaping the school's future	Essential
<b>Personal Attributes</b>	
• High levels of personal integrity.	Essential
• Excellent organisational and time-management skills	Essential
• Attention to detail	Essential
• Ability to work under pressure and remain calm	Essential
• Willingness to take on multiple tasks	Essential
• Proactive and able to prompt others to ensure deadlines are achieved	Essential
• Self-motivated and enthusiastic	Essential
• Ability to work independently	Essential
• Continually strive for improvement	Essential

#### OTHER ESSENTIAL CONDITIONS

1. At Nord Anglia Education we are committed to providing a world class, safe, happy environment in which children and young people are able to thrive and learn. We are committed to safeguarding and promoting the welfare of all our pupils irrespective of race, ability, religion, gender or culture.
2. All post holders in regulated activity (having regular unsupervised contact with children) are subject to appropriate national and international vetting procedures including satisfactory criminal record checks from both Country of residence/birth and any Country of residence within the last 10 years.
3. Candidates must fully comply with visa requirements for working in Vietnam.

Dear Applicant,

Thank you for your interest in working at a Nord Anglia Education school.

By joining one of our schools, you will be welcomed into a global community of approximately 9,000 people working together in 47 schools located in 18 countries around the world. Together, we educate approximately 45,000 students globally from ages 2 to 18 across China, Southeast Asia, the Middle East, The Americas and Europe.

Each of our schools are unique in character and offer an education tailored to meet the needs of its community. However, all our schools are united by our 'Be Ambitious' philosophy – we are ambitious for our students, our people and our family of schools. This means that we want every student to achieve more than may have ever thought possible which we ensure through personalised learning enhanced with unique global opportunities.

As a fast-growing family of schools, we also offer unique opportunities for you to grow professionally and develop your career. In addition to gaining exceptional experience in our schools, our teachers have access to a wide range of resources and support to enhance their success. We offer every teacher extensive training and resources through Nord Anglia University, our vibrant professional development community. Nord Anglia University connects you to colleagues around the world in our online international staffroom and also provides access to courses, seminars and the support of educational experts.

Through unique collaborations with The Juilliard School and the Massachusetts Institute of Technology (MIT), you will also get unrivalled access to world leading experts in the performing arts and STEAM subjects (science, technology, engineering, arts and maths). Also, our collaboration with King's College London, exclusive to Nord Anglia staff, gives you a chance to earn your Executive Master's in International Education.

You can find out more information about what makes our schools a great place to teach at [www.nordangliaeducation.com/careers](http://www.nordangliaeducation.com/careers)

Good luck with your application.

**Mark Sayer**  
**Principal**