



WELLINGTON
COLLEGE
EDUCATION

Job Description

Primary Class Teacher

ABOUT US

We are Learners, Connectors and Changemakers

At Wellington College Education (China), we offer a pioneering education to serve and help shape a better world. We inspire our children to be the best version of themselves, to take pride in where they come from and to be the change they wish to see in the world.

The Wellington College, United Kingdom (TWC)

Wellington College in England was founded by Queen Victoria in 1859 as a national monument to Britain's most renowned military figure, the Duke of Wellington. Over 160 years later, the College is one of the most respected schools in the United Kingdom and one of its greatest educational institutions – pioneering, innovating, and transforming education for girls and boys.

Wellington College Education (China) (WCEC)

Wellington College Education (China) is part of Wellington College Education, a global network of schools united by a 160-year history of excellence with roots in the UK. We operate premium international schools under the Wellington brand and bilingual schools under the Hiba brand. We currently have six campuses in four cities in China, including Tianjin, Shanghai, Hangzhou and Nantong, with a school soon to open in San Francisco as well. Together, our schools serve more than 5,000 pupils.

Kindness Responsibility Respect Courage Integrity

Guided by a shared vision of pioneering education to serve and help shape a better world, we are an inclusive community of unique individuals with passion, integrity and a commitment to our pupils and each other. Grounded in our five core values, we are a workplace where ideas are realised, bonds are forged and futures can be shaped together as one team, one family.

WCEC Central Office

To support our schools in achieving excellence, a group of senior leaders in the Central Office set standards and strengthen operations. The Central Office provides expertise in human resources, finance, legal, marketing, facilities, academics and more. It provides support for schools within the organisation while leading new projects in China and beyond, from the design to curriculum development to pre-opening, the team plays a vital role across the organisation.

Working for Wellington College Education (China)

WCEC is an inclusive community of unique individuals with passion, integrity and a commitment to each other. Grounded in the Wellington Values, we are a workplace where ideas are realised, bonds are forged and futures can be shaped together.

We empower our employees to grow, with a confidence that inspires our colleagues, opens new opportunities and adds real value to everything we do.

At Wellington, we are our people, and we pride ourselves on the care and opportunities we provide to our employees. Over 50% of our most senior leaders are promoted internally. We offer an exceptional range of learning and development opportunities. These include our internal and external coaching programmes, the WCEC High Potential Leadership Programme and a wide range of academic and non-academic training courses designed to take employees through to middle leadership, senior leadership and beyond. To view our full directory of learning and development opportunities, please see the [WCEC Course Directory](#).

Wellington College Education (China) has been awarded the HR Asia 'Best Companies to Work for in Asia' Award for 6 years running.



Premium schools with small class sizes and generous non-contact time



Personalised professional development pathways



Named one of HR Asia's 'Best Companies to Work for in Asia' 2020-2025



Generous salary and benefits

Role Description

JOB TITLE

Primary Class Teacher

DEPARTMENT

Primary School

LOCATION

Shanghai

SUPERVISOR

Head of Year / Head of Primary

OBJECTIVES

To assume responsibility for teaching a KS1 & KS2 class and specified subject(s) within the Wellington College International Shanghai curriculum.

Teaching and Learning

- Demonstrate a passion for teaching and a desire to help pupils learn and grow, holistically.
- Deliver a rich, holistic approach to delivering the curriculum through the effective use of indoor and outdoor environments.
- Collaborate with the Head of Year, subject coordinators, and year-level team members to ensure effective curriculum planning, teaching, and assessment.
- Provide a child-centered approach to learning that builds on pupils' interests and allows them the freedom to explore interest independently through well-structured and resourced learning environments.
- Provide teaching and learning that stretches and challenges all pupils through effective differentiation, teaching practice, and environment.
- Maintain responsibility for adapting the planning, teaching, and the delivery of the curriculum to the designated class.

- Proactively gather insights on teaching effectiveness, with a specific emphasis on pupil learning outcomes and opportunities for refining professional practices.
- Collaborate effectively with the class teaching assistant, to ensure they are engaged in supporting teaching and learning to greatest effect.
- Monitor and evaluate the effectiveness of own teaching, maintaining good standards of practice and ensuring progression.
- Liaise with all stakeholders regarding pupil progress and attainment.
- Participate fully in team collaborative planning meetings, professional learning communities and staff appraisal system.
- Conduct regular assessments of pupil work through formal and informal methods, while maintaining accurate records to document pupil progress.
- Ensure classroom and learning environments support and celebrate pupil learning.
- Develop and maintain positive partnerships with parents/ guardians.
- Attend and participate fully in Continuous Professional Development.
- Actively implement the priorities identified on the School Development Plan.
- Support the College CCA programme, designed to enrich the school experience for the pupils.

KEY RESPONSIBILITIES

- To maintain, with the rest of the teaching staff, high standards of conduct both in and out of the classroom. To always act in a way that conforms to the College ethos and values, and in the best interests of the pupils.
- To carry out duties as required and timetabled by the Head of School. This will include some playtime and lunchtime supervision.
- Ensure safeguarding measures are adhered to in accordance with The College's Child Protection Policy.

PROFESSIONAL AND OTHER RESPONSIBILITIES

- Maintain high standards of pastoral care and foster the wellbeing of pupils through a child-centred approach.
- Consistently adhere to the college safeguarding and behaviour policy.
- Display the highest standards of professionalism in his/her teaching and in his/her relationships with colleagues and parents.
- Model the Wellington values of 'Respect, Courage, Responsibility, Courage and Integrity' both within and outside of the school.
- Adhere to and uphold professional standards of appearance.
- Carry out supervision duties as required and adhere to health and safety policies and procedures.
- Any other duties commensurate with the post
 - The job description is not exhaustive and may be amended following appropriate consultation in the light of business needs.

BASIC QUALIFICATION

Education:

Bachelor's degree, teaching certificate with QTS.

Working experience:

- A minimum of 2 years teaching experience.
- Proven experience and the ability to lead maths across the primary would be an advantage and will attract an additional allowance
- Knowledge of the English National Curriculum is desirable.
- Knowledge of a concept-based curriculum is desirable.
- Experience of teaching Read Write Inc is desirable.
- Experience with co-teaching, including alongside a Teaching Assistant.
- Experience with supporting second language learners.
- Knowledge of inter-disciplinary learning.
- Experience of working in a PYP School is desirable.
- Experience of working within teams.
- Good understanding of using Microsoft Platforms.

ATTRIBUTES

- Patience and empathy
- Creativity and flexibility
- Collaborative and team orientated.
- Excellent communication skills
- Culturally competent
- Organisational Skills

As an employer of choice, Wellington College Education (China) is committed to making professional learning and personal development central to its ethos and approach. WCEC fully recognises its responsibilities for safeguarding children. Our safeguarding policy applies to all staff, governors and volunteers working in the Group.

Be You.
Be The Difference