Queen Elizabeth's School

GURUGRAM, INDIA

CANDIDATE BRIEF FOR THE APPOINTMENT OF

English Teacher



Welcome Message

Thank you for your interest in joining Queen Elizabeth's School, Gurugram. I am delighted you're exploring the possibility of becoming part of our extraordinary journey. At Queen Elizabeth's Global Schools, we are doing something truly special. We are building an ambitious and inclusive family of schools inspired by the values and heritage of our founding school Queen Elizabeth's School, Barnet—one of the UK's most academically distinguished institutions. But while our standards are world-class, our mission is deeply human: to nurture confident, able, and responsible young people, who are ready to shape the world with both intellect and integrity.

We are unapologetically aspirational for every child and every colleague. That means we expect the best, but we also give our best. As part of our team, you'll find yourself surrounded by high-performing, like-minded professionals who support, challenge, and inspire one another every day. You will be empowered to lead, to grow, and to make a genuine impact.We are proud of the diverse and inclusive communities we are cultivating across our schools, and safeguarding is central to all that we do. This is a place where every individual, regardless of background, is seen, heard, and valued.

If you believe in the power of education to transform lives, and if you are excited by the idea of helping shape something exceptional from the ground up, we warmly invite you to take the next step with us.





Caroline Pendleton-Nash
CEO, Queen Elizabeth's Global Schools

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The School

At Queen Elizabeth's School, Gurugram, we proudly extend the distinguished legacy of Queen Elizabeth's School, Barnet—one of the United Kingdom's most celebrated academic institutions. Founded on centuries of tradition and intellectual rigour, our branch schools uphold an uncompromising commitment to academic excellence, character formation, and cultural enrichment.

Our vision is to cultivate dynamic, world-class learning environments where the next generation of confident, able, and responsible young people are shaped. We challenge our students to think independently, lead with purpose, and embrace a global perspective—all within a community that values tradition, discipline, and innovation.

By blending the timeless values of our founding school with the opportunities of a rapidly evolving world, we ignite curiosity, inspire ambition, and prepare our students to make meaningful contributions to society—as scholars, leaders, and changemakers.





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The Opportunity

Queen Elizabeth's School, Gurugram is seeking an exceptional English Teacher to inspire, challenge, and nurture students across the school.

This is a unique opportunity to deliver intellectually rich, creative, and engaging lessons that foster a deep appreciation for literature, language, and critical thinking. You will help students become articulate, confident, and thoughtful communicators, capable of expressing themselves with clarity and conviction.

If you are a passionate English educator with a commitment to excellence and a desire to shape the next generation of confident, able, and responsible young people, we would be delighted to hear from you.

The Role

Job Title: **English Teacher**
Reporting to: **Head of English**

Teaching & Learning

- Plan and deliver engaging, learner-centred English lessons across all levels.
- Teach English Language and Literature in accordance with Cambridge International Curriculum standards.
- Foster critical analysis, interpretive skills, and a love for reading and writing.
- Use differentiation strategies and innovative methods to cater to diverse learner needs.
- Promote a strong reading and writing culture within Queen Elizabeth's School, Gurugram.

Assessment & Curriculum Development

- Design and implement assessments aligned with Cambridge Checkpoint, IGCSE, and A-level standards.
- Use formative and summative assessment data to inform instruction and student progress.
- Collaborate with colleagues to continuously improve and enrich the delivery of English curriculum.
- Integrate cross-disciplinary projects, global themes, and digital tools where appropriate.

Student Enrichment

- Support students in literary clubs, debate teams, public speaking, or creative writing activities.
- Organise and assist with school literary events such as book fairs, poetry slams, or author visits.
- Guide students in academic competitions and external examinations as needed.

Professional Engagement

- Participate in department meetings, planning sessions, CPD activities, and whole-school initiatives.
- Maintain regular communication with parents and guardians about student progress.
- Contribute to a safe, respectful, and inclusive school environment that fosters academic and emotional wellbeing.



The Person

Qualifications and Experience

- Bachelor's or Master's degree in English, English Literature, or a related discipline
- Recognised teaching qualification (e.g., B.Ed., PGCE, or equivalent)
- Cambridge International Curriculum training or certifications
- Minimum 2–3 years of relevant teaching experience, preferably in Cambridge curriculum schools
- Experience preparing students for Checkpoint, IGCSE, or A-level English exams

Personal Qualities

- Deep knowledge and passion for the English language and literature
- Creativity in lesson design and sensitivity to student voice and wellbeing
- Commitment to safeguarding, inclusivity, and continuous professional growth

The Package

We believe that outstanding educators deserve outstanding support. Our compensation and benefits package reflect our deep commitment to attracting and retaining exceptional colleagues who share our ambition and values. Subject to individual status, our package includes:

Salary We offer a generous salary aligned to our internal salary scale, which is based on qualifications and experience. This scale is reviewed annually by the Governing Body to ensure it remains competitive with leading international schools. The salary reflects our expectation that staff contribute fully to the co-curricular, pastoral, and house life of the school. A strong commitment to holistic education is at the heart of our professional culture.

Accommodation A housing allowance is provided for international hires to support a high standard of living.

Relocation Support For international hires, flights are covered for the employee and eligible dependents.
A relocation/shipping allowance is included to ease the transition.

Annual Airfare Annual return airfare is provided for international employees and eligible dependents.

Medical Insurance Comprehensive medical insurance is provided for the employee and dependents (where applicable).

School Fee Remission Subsidised education for up to two children attending Queen Elizabeth's School, Gurugram.

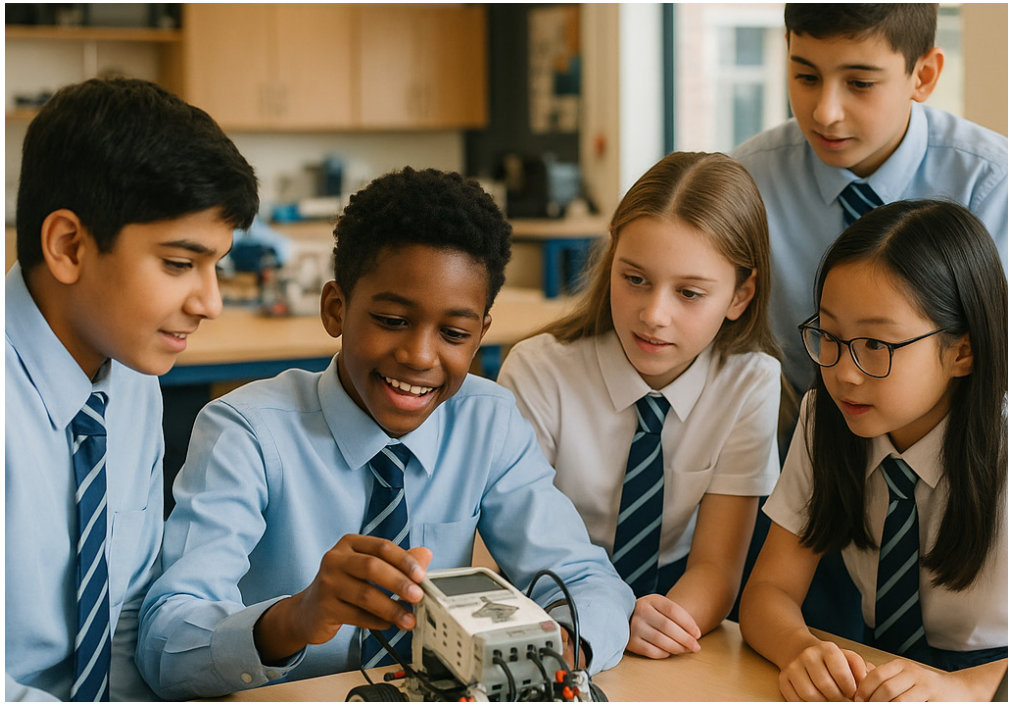
Gratuity End-of-service gratuity provided in accordance with local Labour Law.

Professional Development A dedicated Professional Development Fund is available to support continuous growth through courses, certifications, or attendance at leading educational conferences.

Discretionary End-of-Contract Bonus A discretionary bonus may be awarded upon completion of the contract, in recognition of performance and contribution to school life.

Wellbeing & Staff Culture A calendar of staff wellbeing and enrichment activities, focused on balance and connection. A supportive, inclusive environment where all colleagues are valued, inspired, and empowered.







The Process

Applications should be submitted electronically via the TES platform. Please ensure that all required documents are uploaded as part of your application.

Shortlisted candidates will be asked to showcase their experience with multilingual learners, understanding of language acquisition, and ability to support students within an inclusive environment to nurture confident, able, and responsible young people, in alignment with the mission of Queen Elizabeth's Global Schools.

Queen Elizabeth's Global Schools are an equal opportunities employer and is deeply committed to safeguarding our students, ensuring their safety and wellbeing. We expect all staff and members of our community to share this commitment and to promptly report any concerns about a student's or community member's safety or wellbeing. Applicants must be willing to undergo rigorous child protection screening, including checks with past employers and providing Police Clearance Certificates from all countries that the applicant has resided in.

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*Some images within this document have been generated using Artificial Intelligence (AI).
*Opening and operations are subject to building completion and final approval from the Government of Haryana Education Department and Cambridge International Education.