



Head of English Faculty From August 2025

We are seeking to appoint an experienced, enthusiastic and inspiring **Head of English Faculty**, with **experience up to and including the IBDP from August 2025**. The role will involve overseeing the English Faculty, including working closely with the EAL Coordinator, to ensure a clear route for student development across all English levels.

LE RÉGENT INTERNATIONAL SCHOOL THE YOUNGEST AND MOST DYNAMIC SWISS BOARDING SCHOOL

In the heart of the Swiss Alps at 1,500 metres in an exceptional mountain environment, Le Régent students experience h³, a multi-dimensional education that engages the head, heart and hands. Empowered to discover their talents and passion for life, they are challenged with demanding academic and outdoor education curricula that develop their intellect, nurture character development, and equip them with practical skills.

Our educational approach is rooted in intercultural understanding, with student well-being at the core of everything we do. In a highly international, close-knit community with a family-like atmosphere, our students have countless opportunities to take on leadership roles and grow into responsible global citizens eager to shape the future with confidence. By the time they leave Le Régent, they are more knowledgeable about themselves and the world at large, as well as responsible, resilient, caring, and prepared for life beyond school.

Pastoral care is at the heart of everything we do. Our dedicated academic and pastoral teams work hand in hand to create a nurturing, welcoming environment where every student feels valued, supported, and empowered to flourish. For our boarders, this means a true home away from home where they are encouraged to explore their passions, develop their talents, and build meaningful, lifelong connections with both peers and educators.

Our 2024 IB results continued to surpass the global average and our graduates continue to earn places at prestigious universities worldwide.

Facts & Figures

- Boarding & Day School
- 260 students / 100 staff members
- 54 nationalities
- 4 to 18 years of age
- IB Diploma or Régent Diploma

Le Régent is an Eco-School, a CIS member, and an official examination centre for the IB Diploma Programme, DELF, SATs and IELTS



JOB SUMMARY

The Head of English is responsible for **providing leadership and strategic direction to the English Faculty**, ensuring the delivery of a high-quality education. This role involves curriculum development, teacher supervision, and fostering a positive and effective learning environment for students to flourish.

Key Responsibilities :

- Teach English from Grades 6 – 12 International Middle Years Programme, pre-IB and IB Diploma English Language & Literature.

Curriculum Development:

- Design, review, and enhance the English curriculum to align with educational standards and goals.
- Integrate innovative teaching methodologies and technologies to enhance the learning experience.

Teacher Supervision and Development:

- Provide guidance and support to English teachers, ensuring effective teaching practices.
- Conduct regular teacher evaluations and professional development sessions to enhance teaching skills.
- Foster a collaborative and supportive environment within the English Faculty.

Student Achievement:

- Monitor and analyze student performance in English, implementing strategies to improve outcomes.
- Develop and implement programs to support students who may require additional assistance such as clinics and booster sessions.
- Oversee private lessons within the department.

Resource Management:

- Manage and allocate resources, including textbooks, software, and other materials needed for effective teaching.
- Ensure that the English Faculty operates within budgetary constraints.
- Liaise with the Admissions Department to mark entrance examinations and write informative entrance examinations.



Communication and Collaboration:

- Communicate with parents, teachers, and administrators regarding English curriculum, student progress, and departmental initiatives and be on hand to respond to queries.
- Collaborate with other Heads of Faculties and school administrators to align educational goals.
- Write articles and information on the English Department for school magazines, the website and brochures.

Assessment and Evaluation:

- Implement and oversee assessment practices to evaluate student progress and teacher effectiveness.
- Use assessment data to inform decision-making and drive improvements in the English program.

Professional Development:

- Stay informed about current trends and best practices in English education.
- Attend conferences and workshops to enhance personal and professional development.
- Encourage the professional development of staff members to facilitate the best practice.

Additional Points

- Participation in our active extra-curricular life and Boarding School environment assisting with Prep or Boarding in the evening on one day per week and a few weekend days per term.

Qualifications and Experience :

- A Bachelor's or Master's degree in English or a related field is essential, together with a PGCE or other internationally recognised, rigorous teaching qualification.
- The ability, experience and willingness to teach IBDP English Language A.
- A significant number of years of experience as an English teacher.
- Leadership experience, preferably in a supervisory or department head role.
- Strong communication and interpersonal skills.
- A knowledge of French would be an advantage.
- Knowledge of current educational trends and methodologies.



RECRUITMENT PROCEDURES

We reserve the right to appoint the right candidate ahead of the closing date. Appointment to take effect from the **26 of August 2025**.

Applications should be through the **TES website**.

Le Régent is committed to safeguarding and promoting the welfare of children. Applicants will therefore need to undergo child protection screening appropriate to the post.

Third-Country Nationals' Applications

Third-country nationals should be aware that obtaining a work permit is a lengthy process with stricter regulations for third-country nationals (such as those from the UK) compared to EU/EFTA nationals. While we may consider appointing a third-country national, preference will be given to candidates who hold a Swiss residence permit or an EU/EFTA passport.