



Cognita Schools are committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. Safer recruitment practice and pre-employment background checks will be undertaken before any appointment is confirmed.

Position Title	EAL Teacher, High School	Reference: 260325
Function/Department	Academic	Location: Hong Kong
Manager Title	Head of School and Principal(s)	
Position Type	Fixed Term	
Position Status	Full Time	

Position Objective

Stamford is looking for a highly qualified English as an Additional Language (EAL) teacher with previous experience in international education to join our expanding team of high-quality professionals. The role of the EAL Teacher is essentially to build and maintain a successful EAL Program which includes providing support for students with English language needs and preparing EAL students for accessing our curriculum in English.

Responsibilities

Relationships:

- To develop trusting and effective relationships with all the children in the class and their parents
- To establish supportive and positive working relationships with all other members of staff
- To become a presence across the whole school and a representative of it within its wider community

Educational Role:

- Developing and executing the preparation, planning and delivery of EAL classes and activities for students
- Using a range and balance of teaching strategies including co-planning, co-teaching, and co-assessing
- Using grouping strategies in a variety of different learning situations, including whole class, small group, partner work and individual work
- Building on student capabilities and differentiating to meet student needs
- Ensuring that the teaching environment is well managed and appropriately resourced
- Planning to ensure that 'students achieve more than they think they can' by collecting and using information on student performance
- Planning which emphasizes connections among curriculum areas and explicitly focuses on trans-disciplinary skills and the essential elements of an IB program
- Involving students, parents and colleagues in the assessment process on a regular basis and as appropriate
- Involving students in shared reflection during, and at the end of, each unit on a consistent basis
- Evaluating the program collaboratively with teaching partners, and parents and students as appropriate, using agreed flexible systems
- Participating fully in appropriate training in the various programs and initiatives at Stamford
- Willingness to analyze data such as WIDA, SLATE, and MAP scores that inform teaching and learning
- Taking responsibility for a Co-curricular activity (CCA) once per week, each semester



- To work in a collegial and professional manner with peers that demonstrates respect, being prepared and on time, adhering to the school wide meeting norms and team essential agreements

Extended Professional Role:

- Contributing towards the whole-school team spirit by taking every opportunity to promote the philosophy and policies of Stamford American International School and Cognita
- Participating in professional duties as necessary outside of the scope of the the school day (e.g. Field studies trips, professional development on weekends, as needed, and after school meetings as required)
- Taking responsibility for the class during times of emergency
- Supervising the children at break/lunch and other unstructured times
- Ensuring that the children are safe and secure at all times
- Communicating regularly and positively with parents via timely meetings, class webs, reports and conferences
- Carrying out other duties and tasks as reasonably directed by the Superintendent
- Pastoral advisor to a group of students, being responsible for the holistic academic and social-emotional well- being of these students

Parents:

- Coordinating parent meetings where appropriate to review a students' progress

General:

- To teach any classes as deemed necessary
- To provide any other reasonable duties delegated by the School Management

Position Requirements

- At least 3-5 years of experience in working with children as an EAL teacher with relevant qualifications
- Curriculum development knowledge is required, specifically, in the MYP and DP context
- IB knowledge and experience required
- Possess highly developed interpersonal and teamwork skill.
- Excellent verbal and written English skills
- Good references on request
- Proficient in using school databases, communications platforms, and educational technology
- Proficiency in other EAL testing, reporting systems and student progress monitoring.
- Experience with and knowledge of co-teaching, co-planning, co-assessing and co-reflecting
- Demonstrates the Stamford Values – Integrity, Courage, Ingenuity and Compassion

Qualifications

- Minimum Bachelor's degree in Education or equivalent is required.
- Qualified Register Teacher is a must

Preferred:

- Master's degree in Education
- WIDA trained
- SIOP trained
- MYP and/or DP Trained



Contacts

- Other Stamford Teaching and Non-Teaching Staff
- Parents and Students
- PSA

Working Conditions

- School Environment
- School holidays are paid and free except staff days and training days (please refer to the website to see the school calendar with school holiday dates)
- Will be required to work independently and as part of a collaborative team effort.
- Extended working hours to complete some projects may be required Identify the working conditions and physical demands related to the essential duties – working outdoors, travel, and overtime.

Terms of Employment

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| • Working Hours | 7:15 am – 4:15 pm, Monday to Friday, plus occasional staff meetings
And trainings |
| • Medical Benefits: | Group medical insurance provided the applicant is not currently covered |
| • Probation Period: | 3 months from date of commencement |
| • Pre-medical exam: | N.A. |
| • Referee request: | Required |
| • Background Check: | Required |

Safeguarding

The job holder's responsibility for promoting and safeguarding the welfare of children and young person's for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School's Designated Safeguarding Lead or to the Head of School or indeed to the Regional CEO or Safeguarding Manager - Asia so that a referral can be made accordingly to the statutory services.