

English Language Instructors

International School Brunei: English Language Centre



Background

The International School Brunei: English Language Centre has been recently established with the authorisation of the Director General of the Ministry of Education, Brunei. It is attached to the International School Brunei which was established in 1964, as a non-profit organisation with a Board of Directors to oversee the development of the school - a status that exists to this day for the school and its affiliates.

In 2015 the school moved to brand new site 22-acre site on the outskirts of Bandar Seri Begawan, the capital of Brunei Darussalam. The school consists of 'The Residence' a state of the art Boarding House designed to cater for 11 - 18. ISB has a Primary School in Kula Belait, Brunei. With plans for further expansion and development.

The ISB: ELC was first conceived at the behest of the Board of Director's to serve both the local community and local corporate needs for English Language provision. It received Ministry level authorisation in 2018 (July) and is now in a rapid development stage seeking high quality, well qualified teachers/instructors with a proven track record.

As the ISB: ELC continues to develop we are seeking experienced English Language teachers to help us maintain the already well established reputation of the International School Brunei within the community and beyond. We are committed to providing a world class level of language provision and are proud that our growing team of instructors have begun to

create such an environment of educational excellence.

The Position

ISB: ELC are looking to recruit experienced and qualified English Language instructors. This position would suit a professional in the EFL/ELT field with overseas experience and a proven track record in delivering IELTS and ESP type courses successfully in a variety of circumstances. A solid knowledge of English Language teaching is required. This is an ideal opportunity for a professional EFL/ELT teacher/manager perhaps coming to the conclusion of a successful career to spend a year or two in the Far East with a highly reputable organisation. You will be required to work with professionally trained Chinese engineers who wish to improve their English Language skills both socially (oral skills) and for work purposes. Their employers have requested that we take them to an IELTS 4.5/5 level of competence. Most of our candidates will begin at the Beginner/Elementary stage.

The work is on-site and whilst it will require a degree of autonomy and self-reliance on the part of our instructors all will be supported centrally at ISB: ELC. Instructors will have a work station at the school and have access to necessary resources whilst being supported by an Academic Coordinator and Head of ELC

Additional teaching duties may be required in service of the ISB: ELC community course programmes.

All candidates must have a DELTA/Masters in Applied Linguistics or similar/PGCE EFL with proven and evidenced track record including IELTS/ESP delivery. Candidates with significant experience in IELTS/ESP course delivery without the stated qualifications could be considered under certain circumstances.

The Application Process

Interested candidates are asked to submit the following documents:

On-line application form and brief covering letter outlining experience specific to the application

The names and contact details (including telephone no's) for three professional referees, one of whom must be your current Line Manager.

Longlisted applicants will be contacted within two weeks of the initial application with Skype interviews scheduled as soon as possible thereafter. If you have not heard from us two weeks after your application, you should assume that your application has been unsuccessful on this occasion.

Successful candidates will be offered an initial one or two year contract, with an option to renew based on performance and or need.

Your application should be emailed to the HR Manager, **please indicated ISB: ELC** at recruitment@ac.isb.edu.bn

Closing date: 21 November 2019