



## **INFORMATION PACK FOR APPLICANTS** **SECONDARY SCHOOL BUSINESS STUDIES TEACHER**

### **THE SCHOOL:**

Bellver International College is a non-denominational, co-educational day school. Founded in 1950, Bellver is the longest established privately owned British school in Spain. The school is currently responsible for the education of around 200 children, from 3 to 18 years-old. We cater for children of both the local community and the international community of Mallorca. Due to our one-form-entry system, the number of students in each form rarely exceeds 20.

In cooperation with parents, we aim to sustain and develop a happy and secure educational environment in which all students are able to fulfill their maximum potential, both as individuals and as members of the changing community.

The purpose-built fully air conditioned premises include 22 classrooms, 1 science laboratory, gymnasium, drama hall, library, computer lab, and art room. The college is situated close to the beach (opposite to the King of Spain's summer palace) in a residential area 3 km from the centre of Palma.

Bellver adopts a combined pragmatic and academic philosophy which encourages every pupil, throughout the ability range, to participate in a wide spectrum of academic studies, varied learning experiences and individual programmes of achievement. The school's ethos is based around 10 key points:

1. High expectations encourage development.
2. Each individual has worth and deserves respect.
3. Order and discipline are fundamental necessities in society.
4. Effective communication promotes understanding and tolerance.
5. People learn in different ways and at varying speeds.
6. Cultural diversity enriches life.
7. High ethical standards are to be encouraged.
8. High self esteem and confidence enhances achievement.
9. Everyone deserves a safe and caring learning environment.
10. Learning is a continuous process throughout life.

English is the language of instruction. All pupils become bilingual in English and Spanish. French, German and Catalan are also offered. The school is an official examination centre for Cambridge & Edexcel. British style tuition prepares pupils for public examinations: Common Entrance (if required), I.G.C.S.E., A/S and A level. Spanish teachers provide the requirements for Spain's Ministry of Education. Bellverians can thus apply by direct access to any university or other establishment of further education anywhere in

Spain, Europe, America and worldwide. The school has been achieving very good results at I.G.C.S.E. and A level and, as a result, 99% of our 6th Form leavers go to University and are accepted in their first choice university.

The teaching staff are all highly experienced and have appropriate qualifications. Staff turnover is low and the preponderance of teachers who are permanently settled in Mallorca creates a coherent and well-established atmosphere.

Bellver offers 15 subjects at I.G.C.S.E. level, 13 at A/S and A-Level. The school year is from early September to the end of June. The day starts at 8.55 and ends at 16.15. Extra curricular activities take place during the lunch break and after 16.15.

A sports centre is hired for our requirements in sports and athletics.

Recognised by the British Department for Education and authorised by the Spanish Ministry of Education, Bellver is able to admit Spanish pupils as well as foreign nationals. Pupils are accepted after an interview between parents, pupils and the school Directors. From Y4 upwards, an entry exam will be given.

Bellver provides opportunities in a friendly environment for intellectual, social and physical growth. Pupils achieve full personal potential and are prepared for all aspects of life and the challenges of the world.

For further information, please refer to our web page: [www.bellvercollege.com](http://www.bellvercollege.com)

### **THE POSITION:**

**Bellver International College is looking for a well qualified, enthusiastic and resourceful teacher to teach Business Studies in the Secondary Department.** The successful candidate will have the **ability to teach confidently the subject at KS4 and KS5**, as well as a solid understanding of **IGCSE and A level examinations** requirements. Currently, students take Business Studies at **IGCSE with Cambridge Examination Board**, whilst those studying the subject at Alevel follow the syllabus **for International Alevels with Edexcel Board**.

Ability or experience in teaching the subject of Travel & Tourism will be an advantage, although not a necessity.

### **Key Tasks**

- Follow the school curriculum and implement subject policy.
- Plan, implement, review and update syllabuses with a teaching commitment of about 24 periods per week.
- Record, monitor and report the work of pupils.
- Prepare pupils for examinations.
- Ensure the effective delivery of teaching and learning as exemplified in appropriate professional guidance.
- Monitor and assist with the academic and pastoral needs of pupils.
- Work in partnership with parents, support staff or other professionals.
- Contribute towards good order and the wider needs of the school.
- Participate in issues related to school planning, raising achievement and individual review.

**CONTRACT DETAILS:**

- The successful applicant will be employed as a full-time member of staff and will be offered a permanent contract (including a trial period).
- Bellver International College offers a competitive salary of approximately 32000 euros per year (gross), which is divided in 12 installments across the year.
- Teachers who are given the opportunity of taking additional responsibilities (such as Form Tutor) receive a monthly allowance on their salary.