Southbank International School
A school without walls

CANDIDATE BRIEF

Part-Time English Teacher

0.4 Maternity Cover



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About Southbank

Southbank International School is a high achieving independent school based in central London. We aim to attract the best teaching and administrative staff, to maintain and build upon our successful reputation as a centre for excellent teaching and learning.

Southbank is a truly international school with a diverse student population of more than 70 nationalities. The school is based over three campuses in the centre of London and we teach almost 20 languages at the Westminster campus. We seek to appoint staff who have the willingness to recognise the diversity that exists in the student body, to teach from a multi-cultural perspective and to practise the highest standards of professionalism.

We follow the International Baccalaureate curriculum and whilst previous experience with one or more of the programmes is an advantage it is not essential:

- Primary Years Programme – Hampstead and Kensington (ages 3-11)
- Middle Years Programme – Westminster (ages 11-16)
- Diploma Programme – Westminster (ages 16-18/19)

Our aim is to put teaching and learning at the forefront of our mission to provide excellent services to the international community of students and teachers. The school-hhas an exceptional teaching salary scale, and we endeavour to recruit teachers from across the world. Administrative and support staff are also offered competitive salaries and opportunities for career
progression.

Southbank International School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. Appointment is subject to an enhanced Disclosure and Barring Service (DBS) check for regulated activity and overseas police checks from any countries a candidate has lived for longer than three months since the age of 16.



Our Campuses

Hampstead

The Hampstead campus offers the PYP for students ranging in age from 3 to 11 and has children from almost 40 different nationalities. It is noted for its friendly, welcoming atmosphere located within a gorgeous “Edwardian style” purpose-built building. Facilities at Hampstead include an impressive art room equipped with a design suite of Mac computers and supplies; a bright and airy music room with computers for recording student compositions; a multi-purpose hall which provides space for lunches, sport and concerts; and outdoor play spaces including a dedicated early years playground with sandpit and climbing frame, and an edible garden.



Kensington

The Kensington campus offers the PYP for students ranging in age from 3 to 11 and also has children from a multitude of backgrounds. Kensington is relatively small with a close-knit community and is housed in two coverted mansion blocks in Notting Hill. Facilities at Kensington include a Mac-based IT Lab; a music room with a range of percussion instruments; a library/media room to support the PYP programme; a multi-purpose hall used for lunches, sport and concerts; a large garden with a climbing frame, sandpit and an array of equipment for children to use.





Westminster - Portland Place

The Westminster campus on Portland Place offers the MYP for students ranging in age from 11 to 16. Located in two large mansion blocks, Portland Place is conveniently located near Regent's Park with good transportation links nearby. Both Oxford Circus tube station and our Conway Street building are located within a 10 minute walk. Facilities at Portland Place include four science labs, a computer lab, a hall/theatre, cafeteria, art and music rooms, and one library served by networked computers.



Westminster - Conway Street

The Westminster campus on Conway Street offers the DP for students ranging in age from 16 to 19. Located in a modernised building near Warren Street tube station, facilities at Conway Street include a science lab, library resource centre, art studio, social space/hall and language suite across four stories. Southbank also have two dedicated university counsellors (one specialising in North American universities and one specialising in the UK). Both counsellors are available for individual appointments and events are organised to inform parents about university planning.

The International Baccalaureate

The International Baccalaureate® (IB) is a non-profit educational foundation, motivated by its mission, and focused on the student.

Founded in 1968, the IB currently works with 3,845 schools in 148 countries to develop and offer four challenging programmes to over 1,206,000 students aged 3 to 19 years.

The International Baccalaureate® (IB) aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.

To this end the IB works with schools, governments and international organisations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

What makes the IB unique:

- The IB offers a continuum of education, consisting of four programmes for students aged 3 to 19.
- The IB enjoys a reputation for high quality education sustained for over 35 years.
- The IB encourages international-mindedness in IB students. To do this, students must first develop an understanding of their own cultural and national identity.
- The IB encourages a positive attitude to learning by inspiring students to ask challenging questions, to critically reflect, to develop research skills, to learn how to learn and to participate in community service.
- The IB ensures that its programmes are accessible to students in a wide variety of schools – national, international, public and private – through its unique relationship with IB World Schools worldwide.

Welcome to Cognita Schools

Cognita Schools was successfully launched in 2004. Since then, we have worked to build a great family of schools. Cognita is a worldwide group of 68 schools in Europe, Latin America and South-East Asia. We employ over 5,000 teaching and support staff in the care and education of more than 30,000 pupils.

We value and respect the individuality of our schools, each one retaining its own unique ethos, with curricula and programmes tailored to the needs of the parents and children it serves. Wherever you visit a Cognita school, be that in Brazil, Chile, Singapore, Spain, Thailand, Vietnam or the United Kingdom, you will find empowered school leaders, committed teachers and students who are enthusiastic learners.

Everyone in Cognita is connected.

Our Purpose

Inspiring and empowering children within a caring environment to achieve more than they believe possible.

Cognita Education has 3 key ingredients:

- Academic → Pursuing academic excellence for every child
- Character → Developing character
- Global → Connecting with a global community



COGNITA
TEACHING EXCELLENCE

Job Description: Part-Time English Teacher

Summary

Teachers' primary responsibility is towards the students whose best interests they work for and promote. They must do everything they can to ensure every student fulfils their potential. In addition, by being a member of the Southbank community, they commit themselves to promoting the values and philosophy of the school as well as the IB. Just as the school has a responsibility for them, so they have a responsibility to work in the school's best interests, to promote its good name, support its members and act in a collegiate manner. Lastly, teachers have a responsibility to strive to achieve the highest professional standards in all they do at and for the school.

A teacher with no middle management responsibilities usually reports to their Head of Faculty or Department (Westminster).

Values

- Respects and practises the content of the school mission statement and its 'core values'
- Instils in students a love of learning, and the value of learning for its own sake
- Respects, practises, and teaches students the philosophical and pedagogical values of the International Baccalaureate, as enshrined in its mission statement and learner profile

Preparation and Planning

- Thoroughly plans lessons making full use of a variety of resources and in line with the curriculum
- Plans to ensure that there is continuity of learning and natural transition from one lesson to the next
- Ensures all resources for a lesson are ready for use at its start
- Sets homework to reinforce and extend knowledge and understanding
- Ensures that materials and activities are planned to support and extend learning
- Reflects commitment to the development of trans-disciplinary skills

Teaching and Learning

- Places appropriate emphasis on independent and evidence-based learning
- Ensures the content and method/s of a lesson's delivery are engaging, relevant and challenging
- Deploys a variety of resources, including best use of IT in lessons
- Ensures that student participation and dialogue form an integral part of the learning process

Job Description: Part-Time English Teacher

Teaching and Learning

- Ensures the needs of all levels of ability are met, including those who are very able language learners or who require learning support
- Ensures instructions to students are clear, specific and well delivered
- Involves and respects the views of all students
- Ensures their own subject knowledge is clear and thorough
- Ensures there is an appropriate pace to lessons

Classroom Management

- Adopts appropriate professional relationships with students
- Expects high standards of behaviour and consistently enforces them
- Generates a positive, productive and purposeful working atmosphere
- Praises students for their endeavour and achievement

Assessment

- Follows the school's assessment policy
- Ensures that feedback given to students is timely, specific and helpful so that the students are able to reflect and act on their learning
- Informs relevant staff of students whose performance is exceptional or is of particular concern
- Ensures their writing of reports and feedback to parents is in line with school policy

Professional Development

- Establishes, with the help of school management, an individual strategy for professional development as part of the appraisal process
- Collaborates effectively with colleagues to develop professionally
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Other responsibilities

- Attends school meetings as required, and contributes constructively to them
- Meets all deadlines set by school management
- Participates in the wider life of the school
- Helps promote the progress and welfare of individual students and is fully familiar with all school compliance policies and procedures, including those on pupil welfare, health and safety and especially in relation to safeguarding
- Abides by the school Code of Conduct and other school policies and procedures
- Adheres to the Independent School Standards regulations
- Contributes to the maintenance of high staff morale and to team building

Person Specification: Part-Time English Teacher

The successful applicant will have:

- Qualified Teacher status or equivalent
- At least 2 years relevant teaching experience
- A proven record of excellent teaching
- Excellent subject knowledge

They will:

- join a highly experienced and supportive team
- be responsible to the Head of Faculty
- work in collaboration with colleagues and attend both training and planning sessions
- foster good links with parents and attend parent-student-teacher meeting and conferences

The expected candidate will be expected to:

- meet all deadlines
- ensure that student assessment is regular and consistent, and that students learn from it
- contribute to the pastoral life and extracurricular activities of the school
- be internationally-minded and sympathetic to the values of the IB

This job description is not exhaustive, does not form part of the contract of employment and may change in accordance with the demands of the appointment.

The job holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the School's Safeguarding Policy at all times. If in the course of carrying out the duties of the role, the job holder identifies 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 Safeguarding Lead or the Executive Principal or indeed to the Regional CEO so that a referral can be made accordingly to the appropriate person in the Children's Social Care (MASH) or the Designated Officer.



Overview of Benefits

Southbank aims to offer every member of the team a competitive salary, a range of benefits and a great future.

Benefits include:

- Competitive salary
- Childcare Vouchers
- Cycle to Work Scheme
- Eye Tests
- Pension
- School Fees Discount (conditions apply)
- Annual Salary Increment
- Interest free season ticket loan
- Computer Loans
- Own iPad during employment

Staff recruited to work at Southbank may also be entitled to a relocation package, dependent on the location of the individual at the point of hire.

How to Apply

We are delighted that you are interested in joining Southbank International School. We welcome applications from qualified, experienced teachers looking for a vibrant, challenging and rewarding teaching experience.

Teaching candidates are evaluated on four key areas: high quality teaching practice, contribution to learning area and curriculum development, relationships with students, staff and parents and contribution to the whole school.

To apply, please do the following:

- Visit www.southbank.org/vacancies
- Download the application form
- Complete the form and email it to jobs@southbank.org
- Please note: CVs are not acceptable for this role.

The School is unable to offer Tier 2 sponsorship for this role. Please ensure that you already have the legal right to work and reside in the UK.

Southbank Kensington
36-38 Kensington Park Road
London W11 3BU

Southbank Hampstead
16 Netherhall Gardens
London NW3 5TH

Southbank Westminster
63-65 Portland Place
London W1B 1QR

Southbank Fitzrovia
17 Conway Street
London W1T 6BN

www.southbank.org
jobs@southbank.org



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