



DWIGHT SCHOOL HANOI

Job Title: Quest Teacher - Learning Support / ELL

Reports to: *Director of Quest*

Job Overview

The Learning Support / ELL Teacher provides targeted instruction and intervention for students with diverse learning needs, including English Language Learners (ELL) and students requiring additional learning support, enrichment, or extension. This role is central to fostering inclusive education practices, ensuring equitable access to the curriculum, and empowering every learner to succeed. The Learning Support / ELL Teacher works closely with classroom teachers, parents, and specialists to design and deliver effective learning strategies tailored to individual student needs.

Key Responsibilities

Student Support & Instruction

- Provide direct instruction to students requiring additional support in literacy, numeracy, English language development, and/or enrichment/extension.
- Develop and implement Individual Education Plans (IEPs) for identified students, setting measurable goals and monitoring progress.
- Use a strengths-based approach to ensure students are both supported and challenged appropriately.
- Support students in developing strategies for independent learning, self-monitoring, setting goals, self-advocacy, and confidence.
- Design and deliver pull-out instruction and lessons for small groups or individual students to address specific language or academic or English language needs.
- Use a variety of assessment tools to monitor language acquisition and learning progress and adjust instruction based on data.
- Differentiate assessments or provide accommodation in assessment contexts (extra time, modified questions, alternative formats) for students with learning needs.
- Encourage student engagement through interactive, multimodal instruction (visuals, audio, hands-on) and using technology or assistive tools when relevant.
- Implement language-development strategies that promote academic language acquisition across subject areas.
- Collaborate with teachers to embed both content and language objectives into lessons.

Collaboration with Teachers

- Collaborate with classroom teachers to differentiate instruction, adapt lesson resources and materials, and design accessible learning experiences.
- Co-teach, co-plan, or model instructional strategies to support ELLs and students with learning differences.
- Share evidence-based strategies and resources to build teacher capacity in inclusive practices.
- Contribute to professional learning initiatives that build staff expertise in differentiation, language development, and inclusive education.

Assessment & Case Management

- Conduct or coordinate informal assessments to identify student needs and track growth.
- Experience with assessments including WIDA, MAP
- Maintain accurate records of student progress, interventions, and accommodations.

- Participate in student support meetings and contribute to ongoing review of learning plans.

Family Communication & Advocacy

- Communicate regularly with parents through weekly reports about student progress, strategies, and ways to support learning at home.
- Participate in parent-teacher conferences and team meetings to review goals and outcomes.
- Build strong partnerships between school and home to create a supportive learning environment.
- Integrate child safeguarding and student well-being considerations into all aspects of learning support and language instruction.

Qualifications & Experience

- Bachelor's degree in Education or related field (Master's degree preferred).
- Certification or training in Special Education and/or English Language Learning
- Minimum 3–5 years of teaching experience, including work with students with diverse learning needs.
- Knowledge of inclusive education practices, differentiation, and second language acquisition strategies.
- Strong understanding of how to adapt teaching for students with learning differences and for multilingual learners.
- Excellent communication, collaboration, and relationship-building skills.
- Empathy, patience, and the ability to motivate and support students of varying abilities.
- Commitment to data-informed practice and continuous professional growth.
- Actively participate in and contribute to professional learning communities, sharing strategies and resources that advance inclusive practices across the school.
- Demonstrates measurable student progress on IEP and ELL goals and contributes to a collaborative, inclusive school culture.

N.B.: These key responsibilities are not intended to be all-inclusive. Teachers may be required to perform other related duties as required by the Head of Lower School and/or Deputy Head of School to meet the ongoing needs of the organization.

Commitment to Child Safety at Dwight School Hanoi

At Dwight School Hanoi, the safety and well-being of our students are paramount. All employees are expected to fully embrace and adhere to our Child Protection and Safeguarding Policy, ensuring a secure and supportive environment for every student.

Belonging at Dwight School Hanoi

At Dwight School Hanoi, our focus on belonging is an intrinsic aspect of our identity. Anchored in Hanoi, we admire and honor Vietnamese values. We are conscious about embedding Vietnamese culture, history, and language in the school and fostering close working relationships among all at Dwight School Hanoi. The vibrancy of our school community is a reflection of the diverse backgrounds and experiences of our members. We endeavor not only to recognize but to celebrate these unique attributes. Equipped with insights and best practices from our global network, we aim to challenge and diminish any barriers to inclusion within our community. We champion a foundational principle: to create a safe and welcoming environment where every individual feels valued and can confidently express their authentic self each day.