

LOCATION	British International School of Chicago – South Loop	
JOB TITLE	Secondary English Teacher	
JOB PURPOSE	<ul style="list-style-type: none"> • To promote the Vision, Mission, Values and Aims of the school and to ensure that children are working towards being “international citizens”. • To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students from age 11 to age 18. • To contribute to maintaining high standards of student progress and attainment. • To meet and support varying student learning and social needs. • To be flexible and adjust to the needs of the school, actively contributing to its development and growth. • To carry out any associated duties as are reasonably assigned by the Principal. 	
REPORTING TO	Head of English	
DIRECT REPORTS	None	
OTHER KEY RELATIONSHIPS	Head of Middle School and Head of High School	
KEY RESULT AREA	MEASURES OF PERFORMANCE	
Teaching <ul style="list-style-type: none"> • Inspire trust and confidence in students, colleagues and parents by being the “expert in the classroom”. • Teach students according to their educational needs, including the personalized planning and marking of work to be carried out by each student in accordance with school policy. • Set appropriate, realistic, yet demanding expectations for individual students’ learning, building on prior attainment and knowledge. • Track student progress and use information to inform teaching and learning. • Assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required. • Ensure that internationalism, ICT, literacy and numeracy are reflected in the learning experience of students. • Ensure a high-quality learning experience for students that meets internal and external quality standards. • Use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus. • Use technology in the classroom and remotely to enhance learning. • Maintain discipline in accordance with the school’s procedures, and to encourage good practice with regards to punctuality, behaviour, appearance, standards of work and homework. • Ensure the effective/efficient deployment of classroom support and other adults in the classroom. 	<ul style="list-style-type: none"> • Formal and informal quality assurance of planning, teaching and assessment. • Student outcomes. 	
Curriculum <ul style="list-style-type: none"> • Assist in the development of appropriate syllabuses, resources, 	<ul style="list-style-type: none"> • Appropriateness and relevance of curriculum. 	

<p>schemes of work, marking policies and teaching strategies in the curriculum area and department.</p> <ul style="list-style-type: none"> • Contribute to the curriculum area and department's development plan and its implementation. • Plan and prepare carefully differentiated courses, lessons and resources that follow the school's approach to curriculum design and implementation. • Contribute to the whole school's planning activities • Assist the Head of Secondary and Head of Primary in ensuring that the curriculum area provides a range of teaching which complements the school's strategic objectives. • Assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's mission and strategic objectives. 	<ul style="list-style-type: none"> • Formal and informal quality assurance of planning, teaching and assessment. • Student outcomes.
<p>Student Support</p> <ul style="list-style-type: none"> • Be an active Form Tutor to an assigned group of students if so required. • Promote the general progress and well-being of all students, but particularly those within the designated Form Group. • Liaise with the Student Support Leader and Heads of Year to ensure the implementation of the school's student support system. • Evaluate and monitor the progress of students and keep up-to-date student records as may be required. • Contribute to the preparation of individual education plans, progress files and other reports. • Alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved. • Apply the school's behaviour management and safeguarding systems effectively and accurately. • Communicate effectively with the parents of students as appropriate. • Where appropriate, communicate and co-operate with persons or bodies outside the school. • Follow agreed policies for communications in the school. • Take part in community activities including, but limited to, parents' evenings, review days, open days/evenings and parental workshops. 	<ul style="list-style-type: none"> • Student and parent voice
<p>Personal & Professional Development</p> <ul style="list-style-type: none"> • Ensure continual development through the identification and implementation of your own Performance Management • Take part in the school's staff development programme by participating in arrangements for further training and 	<ul style="list-style-type: none"> • Improved performance • Performance Management

<p>professional development, including, but not limited to, Nord Anglia University.</p> <ul style="list-style-type: none"> • Continue own professional development in the relevant areas including subject knowledge, teaching methods and curriculum based training provided by examination boards. • Demonstrate a willingness to undertake appropriate child protection training when required. • Support others in their professional development where appropriate. • Help to implement school quality procedures and to adhere to those. • Contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria. Seek/implement modification and improvement where required. 	
<p>School & Nord Anglia Ethos</p> <ul style="list-style-type: none"> • Promote and embody the CORE 7 Leadership Capabilities: <ol style="list-style-type: none"> 1. Accountable – Establishes a high performing culture and accepts accountability for organisational performance. 2. Strategic – Leads opportunity and is committed to continuous improvement aligned with the organisational vision and direction 3. Collaborative – Works collaboratively with others to achieve organisational outcomes 4. Entrepreneurial – Creates organisational value for diverse stakeholders and achieves commercial success 5. Enabling – Drives excellence through valuing and developing others 6. Agile – Achieves personal and organisational success within a changing, dynamic and complex environment 7. Resilient – Demonstrates personal resilience within a demanding environment of high expectations • Play a full part in the life of the school community, supporting its distinctive ethos and encouraging students and other staff to follow this example. • Promote actively and fully adhere to both the school's and Nord Anglia's policies. • Be ambitious for every student, for the school and for yourself. • Ensure that you meet your statutory responsibilities and follow company policies with regard to Health and Safety, Equal Opportunities and other relevant legislation • Have a commitment to safeguarding and promoting the welfare of all students. • Be willing to work in partnership with Primary colleagues and students. 	<ul style="list-style-type: none"> • Valued member of the team and organisation

PERSON SPECIFICATION	
Qualifications/Training	

▪ A relevant degree (or equivalent) or higher	Essential
▪ Qualified Teacher Status (or equivalent)	Essential
▪ Post graduate qualification	Desirable
Experience / Knowledge	
▪ At least three years post-qualification teaching experience	Desirable
▪ Experience of teaching in both Primary and Secondary	Desirable
▪ Experience of international education	Desirable
▪ Experience of delivering KS4 and/or KS5 English qualifications	Essential
▪ Experience of contributing to writing/updating English schemes of work	Essential
▪ Ability to teach Drama or Media Studies	Desirable
▪ Knowledge of recent developments in literacy education	Essential
Skills	
▪ The ability to work with other subject areas to “blend” student learning	Essential
▪ The ability to facilitate learning in children of all ages	Essential
▪ The ability to work with students, colleagues and parents with a high degree of professionalism.	Essential
▪ Good IT and communication skills	Essential
Personal Attributes	
▪ High levels of personal integrity.	Essential
▪ Excellent organisational and time-management skills	Essential
▪ Attention to detail	Essential
▪ Ability to work under pressure and remain calm	Essential
▪ Willingness and ability to take on multiple tasks	Essential
▪ A sense of humor	Essential
▪ Self-motivation and enthusiasm	Essential
▪ Ability to work independently	Essential
▪ A desire for continual development and improvement	Essential
▪ Commitment to contribution to the wider life of the school community	Essential
▪ The desire and ability to work as part of a team	Essential

OTHER CONDITIONS

Applicants must comply with visa requirements for working in the United States of America. The school can only gain Visa approvals for UK nationals, so while applications from teachers of other nationalities can be accepted, applicants must have permission to work in the US via other means (or be US nationals).

At Nord Anglia Education we are committed to providing a world class, safe, happy environment in which children and young people are able to thrive and learn. We are committed to safeguarding and promoting the welfare of all our students irrespective of race, ability, religion, gender or culture.

All post holders in regulated activity (having regular unsupervised contact with children) are subject to appropriate national and international vetting procedures including satisfactory criminal record checks from both Country of residence/birth and any Country of residence within the last 10 years.