



### JOB DESCRIPTION

Dulwich College Shanghai Puxi believes that each employee makes a significant contribution to our success and that contributions should not be limited by the assigned responsibilities.

Therefore, this job description is designed to outline primary responsibilities but not limit the employee nor Dulwich College Shanghai Puxi to only the work identified. It is the expectation of the school that each employee will offer his/her services wherever and whenever necessary to ensure the success of our organisation.

Reference Number	
Department	Senior School
Job Title	Senior School Spanish Teacher
Current level of Classification	NA
Reporting to	Assistant Head of Senior School
Duties and Responsibilities	<p><b>1. Knowing Students and How they Learn</b> Dulwich teachers are expected to have insightful and detailed knowledge of the developmental characteristics and learning needs of the children they teach. They also need to have expertise in meeting the wide range of individual learning and pastoral needs of international school children who come from diverse cultural, linguistic and educational backgrounds.</p> <p><b>2. Plan for and implement effective learning and teaching</b> Dulwich teachers are expected to have current knowledge of the curriculum in the age range they teach. They set high expectations and challenging developmental and learning goals for their students and use a variety of effective learning and teaching strategies, resources and digital technology to support their students in achieving these goals. They encourage their students to be innovative, imaginative, creative and critical thinkers who are able to work well with others.</p> <p><b>3. Assess, provide feedback and report on student learning and progress</b> Dulwich teachers are knowledgeable and effective users of assessment for supporting learning. They use a range of data measures and assessment strategies to inform their evaluation of students' progress which enables them to plan for learning and to report accurately and effectively on student progress and to design appropriate intervention and support strategies.</p> <p><b>4. Develop supportive and safe learning environments</b> Dulwich teachers are committed to safeguarding and to promoting the welfare of children and young people. They ensure a secure, stimulating and well managed learning environment that promotes a sense of safety, support and wellbeing.</p> <p><b>5. Demonstrate International-mindedness and Global Citizenship</b> Dulwich teachers have an appreciation of their own culture as well as openness to the</p>



	<p>perspectives and beliefs of people from different countries, cultures, religions and languages. They recognise the importance of developing our students to be ethical global citizens.</p> <p><b>6. Engage Professionally in Learning and with the Community</b> Dulwich teachers participate actively in professional learning and work collaboratively with colleagues to improve their practice. They hold themselves accountable to the highest professional standards in their interactions with colleagues, students and parents.</p>
Subject responsibilities	<ul style="list-style-type: none"> <li>• To establish schemes of work for your subject</li> <li>• To establish arrangements for the assessment of students' work and progress, including marking and grading of internal exams and the setting and assessment of course work. To ensure data is recorded regularly in line with College policy.</li> <li>• To teach appropriate subject skills</li> <li>• To set high expectations for students to produce work with high standards of accuracy and presentation</li> <li>• To maintain contact with subject developments across the Dulwich group and beyond.</li> <li>• To foster, by example, a spirit of academic enquiry for your subject. To maintain links with a subject association.</li> <li>• To select the examination syllabi offered in your subject in liaison with the Assistant Head of Senior School.</li> </ul>
Develop supportive and safe learning environments	<ul style="list-style-type: none"> <li>• Dulwich College International is committed to safeguarding and promoting the welfare of all the students in our care and expects all applicants to share this commitment. We follow safe recruitment practices, which are aligned to the recommendations of the International Task Force on Child Protection. We hold ourselves to a high standard of effective recruiting practices with specific attention to child protection. All appointments are subject to an interview, identity checks, criminal record checks, and successful references.</li> </ul>
Requirement	<ul style="list-style-type: none"> <li>• Graduate qualified teacher</li> <li>• Bachelor's degree in relevant subject area</li> <li>• Master's degree an advantage</li> <li>• Minimum 3 years' experience in the area for which you are applying</li> <li>• Successful experience in working with students in KS3, KS4 and IB Diploma</li> <li>• Demonstrated experience in inspiring students in a stimulating learning environment</li> <li>• Previous experience in an international school and familiarity with British education system preferred</li> <li>• Experience in teaching EAL students preferred</li> <li>• Experience of working in a high performing school</li> <li>• Ability to analyse student data and promote student achievement</li> <li>• Demonstrated experience of the use of educational ICT to promote learning</li> <li>• An understanding of how the learning continuum flows through the College – especially KS3, KS4 and IB Diploma</li> <li>• Excellent knowledge of the content and pedagogy and the requirements for IGCSE and IB Diploma</li> <li>• Demonstrated experience in using a variety of assessment and feedback</li> </ul>



	<p>techniques</p> <ul style="list-style-type: none"><li>• Demonstrated experience in raising achievement and setting aspirational targets</li><li>• Commitment to supporting all aspects of our programme including extracurricular activities and contribution to school community</li><li>• Being a team player</li></ul>
Job Description Reviewed	Annually