

**Job Title:** PYP Lead Teacher (Full-Time).

**Based at:** Lab Langban International School, Ban Sangwuey, Sisattanak, Vientiane Capital.

**Reports to:** School Principal, and School Director.

### **Lab Langban International School**

Lab Langban International School, recently fully authorised to offer the International Baccalaureate Primary Years Programme (IB PYP), and originally a Reggio Emilia inspired school, offers a high-quality education for children from Nursery to Grade 3 (and continuously expanding), by creating a stimulating and nurturing environment in which to develop their skills, confidence and independence. Our learning approach brings all aspects together in a holistic way, involving teachers, families and the world around the child.

We believe that children learn best when engaged with real-world, authentic tasks, involving problem solving and collaboration with peers on research-based project work – where the teacher's role is that of guide and facilitator and where students are agents in their learning. We also love playing in nature and our programme includes varied, fun places in which we explore and learn together.

### **About the Role:**

The PYP Lead Teacher plans, delivers and leads learning activities to encourage creativity, to foster academic growth and to nurture the learners in their agency and inquiry. The role is for someone who loves children and the learning process, who has equal parts enthusiasm and patience, and who feels right at home with paint on their fingers and a storybook in their hands. The ideal candidate needs to have a good understanding of, or at least interest in, the Reggio Emilia learning philosophy and/or the IB PYP curriculum.

## **Key Responsibilities:**

The Primary Lead Teacher's key responsibilities are as follows:

- Developing considered and creative lessons, following the IB philosophy and transdisciplinary approach, with unit plans, that are age-appropriate for the learners.
- Building strong relationships with the learners and adapting the learning content to their needs and interests.
- Planning weekly and monthly activities in line with the Programme of Inquiry, including field trips, guest visitors, outdoor inquiry periods etc.
- Collaboration and regular communication with the PYP Coordinator, Lead Teachers and Specialists.
- Ensuring the safety and wellbeing of the learners at all times.
- Integrating and supporting special needs learners in a positive and respectful manner.
- Documenting all learners' progress and identifying areas of improvement, with action plans.
- Creating and maintaining an environment that is clean, organized, and inviting for all children.
- Supervising and coordinating the assigned Teacher Assistants and their support in the class with the learners. (As needed, training any new Teacher Assistants and directing them as to what duties need to be carried out throughout the day.)
- Enabling and encouraging parent involvement in the learner's progress.
- Conducting assessments, completing reports, and holding parent-teacher meetings.
- Communicating with parents on day-to-day matters as needed.
- Establishing a professional level of rapport with all members of LLIS staff.
- Attending and engaging in occasional school events that may be in the evening and/or on weekends.

The PYP Lead Teacher may on occasion need to complete tasks other than those listed above, as delegated by the Principal.

### **The Person Needs:**

- A minimum of 3 years' experience in teaching in preschool and/or primary.
- Bachelor's in education field or PGCE/equivalent.
- An English level of at least B2 (6.0 IELTS).
- Unquestionable integrity.
- Excellent communication and interpersonal skills.
- Strong active listening skills.
- A growth mindset and a desire to address challenges in a positive manner.
- To be a positive role model for all staff and children.
- A strong work ethic and high professional standards.
- Solid digital and IT skills.
- To pass a Criminal Record's Check.
- A flexible and open-minded attitude towards the role.
- To be able to commit to a minimum of 2 years in the school.
- To provide 2 recent references.

### **Health and Safety:**

Lab Langban International School is committed to taking all practical steps to provide a healthy and safe working environment. All staff have a responsibility to work toward ensuring that our Health and Safety Policy is effective in practice, which includes practicing safe work methods, making proper use of safety equipment and eliminating workplace hazards.

### **Child Protection:**

Lab Langban International School is a child-safe environment. We actively promote the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment, in accordance with the school Child Protection Policy.

### **Non-Discrimination Policy:**

Lab Langban International School admits students and staff of any nationality, race, ethnicity, religion, sex or gender identity. The school prohibits discrimination against its employees and students based on nationality, race, ethnicity, sex, gender identity, religion, age, disability, marital status, parental status or pregnancy. Sexual harassment of any form is also strictly prohibited.