



JOB OVERVIEW

JOB TITLE	Key Stage 3 English Teacher
ROLE	Academic Position
NEXT REVIEW	July 2026
JOB LOCATION	Bandar Seri Begawan, Brunei Darussalam
GENERAL DESCRIPTION	The KS3 English Teacher is responsible for delivering high-quality English education to students in Key Stage 3. This role involves planning and implementing engaging and effective lessons, monitoring student progress, and collaborating with colleagues to ensure a cohesive learning experience. The KS3 English Teacher will also work closely with the Vice Principal to plan and deliver the IGCSE curriculum from 2026.
REPORTS TO:	Vice Principal Secondary

PERSON SPECIFICATION

Qualifications & Experience

- PGCE from the UK, Canada, USA, Australia or New Zealand or local equivalent
- Minimum of 2 years of teaching experience in a secondary school setting.

Skills and Knowledge

- Strong knowledge of the English curriculum and best practices in teaching English.
- Excellent communication and interpersonal skills.
- Ability to use technology effectively to enhance teaching and learning.

Personal Qualities

- Passionate about teaching English and committed to the educational development of students.
- Creative and innovative in approach to teaching.
- Organised and detail-oriented.
- Ability to work collaboratively as part of a team.
- Commitment to continuous professional development and school improvement.

PROFESSIONAL ACCOUNTABILITIES

- **Curriculum Delivery:** Develop and deliver engaging and effective English lessons in line with the school's curriculum and educational standards.
- **Assessment:** Monitor and assess students' progress through formative and summative assessments, providing timely and constructive feedback.
- **IGCSE Preparation:** Collaborate with the Vice Principal to develop and implement strategies for achieving IGCSE certification by 2026.
- **Parental Engagement:** Communicate regularly with parents regarding student progress, behaviour, and any concerns, fostering a strong home-school partnership.
- **Professional Development:** Participate in professional development opportunities to enhance teaching skills and stay current with educational best practices.



- **Collaborative Working:** Work collaboratively with other teachers and support staff to plan and deliver cohesive learning experiences.
- **Extracurricular Activities:** Contribute to the wider school community by leading or participating in extracurricular activities and school events.
- **Health & Safety:** Ensure the safety and wellbeing of all students in the classroom and during school activities, adhering to health and safety policies and procedures.

SPECIAL CONDITIONS

- To perform and carry out additional duties which includes but not limited to attending and participating in school related extracurricular activities, school meetings and functions, outside of normal school hours and school days

Please note that this is illustrative of the general nature and level of responsibility of the role. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Line Manager.