



GENEVA ENGLISH SCHOOL

Teacher of Secondary English

for September 2019

Closing date for applications: Monday 25 February 2019

Contents

Message from the Head, Tim Meunier	3
About Geneva English School	4
Teacher of English	5
Role.....	5
English at GES	5
Key responsibilities.....	5
Person specification.....	6
How to apply	7
Safer recruitment	7



Message from the Head, Tim Meunier

We are delighted that you are considering applying for the post of Teacher of Secondary English at Geneva English School.

This is a school in which there is purposeful energy and zest for life, coupled with a remarkable openness and generosity of spirit that extends throughout the whole community.

Our vision is to provide an outstanding education within a caring and collaborative learning environment. We take the traditions and values of British education and combine them with the best of modern, international and global programmes to create an engaging, relevant and cutting edge education that prepares individuals for the interconnected world of the future.

We are in an exciting phase of our development as we continue to grow our new, forward-looking secondary school on the foundations of our well respected and highly successful primary.

I look forward to reading your application.

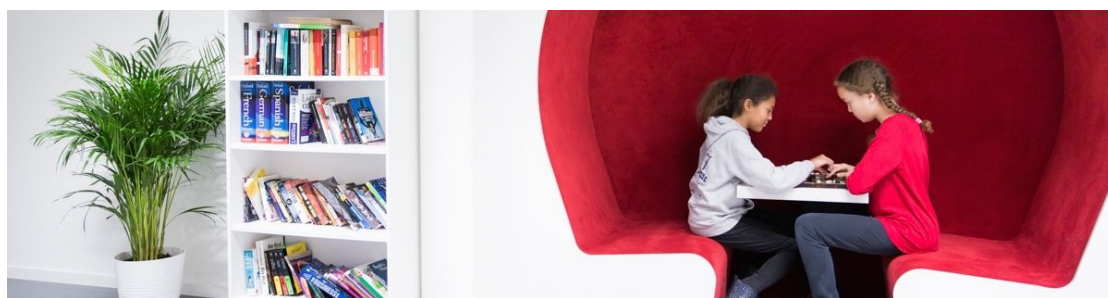


About Geneva English School

Geneva English School (GES) is an international, British curriculum, not-for-profit school, based just outside central Geneva. Since its foundation in 1961, the school has maintained its very strong sense of community and we are proud of the high-quality, holistic and innovative education we provide to our pupils.

GES is a member of [COBIS](#), [IAPS](#), [AGBIS](#), [SGIS](#) and [AGEP](#) and was recently rated "[excellent](#)" [in every area of our provision](#) by the [Independent Schools Inspectorate](#) – the highest possible rating. Our broad and enriching educational programme has its foundations in the UK national curriculum, but is continuously enhanced and adapted so it is relevant and applicable to our international community and ensures we take advantage of our beautiful, local surroundings.

The nursery and primary school are housed in an elegant, mid-nineteenth century building in Genthod by Lake Geneva. The campus includes five acres of outside space, an indoor gym, library, 22 classrooms and spacious, specialist classrooms for art, music and drama.



In 2016, GES embarked on an exciting new phase of its development with the opening of a secondary school in an architect-designed, state-of-the-art facility in Versoix (three kilometres from the primary site). The Secondary has been growing organically, with the addition of one year-group every year. Year 10 is set to open in September 2019.

We follow the English National Curriculum in Key Stage 3 and will offer a mixture of GCSEs and IGCSEs at Key Stage 4. At Key Stage 5, we will offer an IB-inspired A-Level Diploma Programme in which A-level studies will be supported by complementary courses, enrichment studies, an individual project and the development of key life skills.

Teacher of English

Role

This vacancy arises as a result of the planned growth of the secondary school. We are looking for an enthusiastic and well-qualified teacher to work alongside the Deputy Head (who is also Head of English). This is initially a part-time position (36%) that is expected to grow gradually towards a full-time role from September 2021. In the first year, the teaching will be in Key Stage 3 only. The following year there will be two Key Stage 4 classes and just two years later, there will be classes across Key Stages 3, 4 and 5. This is an exciting time to join GES and to help to shape the English department.

English at GES

Our aim is to make our students confident and articulate communicators, keen and perceptive readers and accurate writers with a flair and passion for words.

English is taught through two or three carefully selected core pieces of literature for each year group. Our focus is on slow, deep reading of challenging texts which gives our students the opportunity to engage on a deeper level with the characterisation, structure, plot, language and themes of the text. These texts are united in theme and provide a central question for each year group to focus on, for example, 'What makes us human?' The SPaG, poetry, speaking and listening tasks, non-fiction texts and writing tasks are embedded into the teaching of the central text and linked to its themes.

Since we value cross curricular learning, where possible we plan in collaboration with other departments encouraging our students to join up their thinking and see the connections between subjects. In particular, we encourage our students to understand the wider social and historical context of literary texts, which allows them to deepen their thinking and learning.

We feel that a rich and varied vocabulary is essential. We want to encourage our students to be curious about language and words. We have a whole school focus on vocabulary teaching and learning.

At GCSE, all students will study both AQA English Language and English Literature. We will also offer A-Level English Literature.

Key responsibilities

- Teach the lessons assigned to you, planning appropriately to meet the needs of all pupils, making effective use of resources, and securing the best possible standards of learning and achievement.
- Maintain good order and discipline amongst pupils, in accordance with the School's behaviour policy, and have due regard for their welfare, health and safety.
- Maintain a productive learning environment by employing good classroom techniques, resources and management skills.
- Follow guidelines for assessment as set out by the School and keep appropriate records.

- Establish professional and effective communication with parents, reporting to them formally and informally on the development, progress and attainment of pupils.
- Liaise with the Deputy Head and with Tutors about any pupils with specific learning needs or giving rise to learning or pastoral concerns.
- Contribute to the creation of a stimulating learning environment around the School.
- Show an active commitment to the wider life of the School, including extra-curricular activities and events.
- Show commitment to your own professional development and take an active interest in educational debate and development.
- Carry out administrative and supervisory duties efficiently and conscientiously.
- Supervise and, so far as is practicable, teach any pupils who are assigned to you by the teacher in charge of cover arrangements.
- Undertake such other tasks as may be reasonably assigned by the Deputy Head or Head from time to time.
- Act in accordance with the policies of the School and in particular with the principles laid down in the Staff Handbook, Staff Code of Conduct, ICT Acceptable Use Policy and Safeguarding & Child Protection Policy.

Person specification

We keep an open mind in the consideration of any applicant who believes they have something special and valuable to contribute.

Essential

- Experience of teaching English at Key Stage 3
- Experience of teaching English Language and English Literature at Key Stage 4
- Knowledge of the English National Curriculum, GCSE English Language and English Literature and A-Level English Literature
- An enthusiastic and creative approach to teaching, which inspires pupils and enables learning to be engaging and relevant
- A commitment to helping students to develop a broad range of skills and attributes
- A commitment to an interconnected curriculum and to working with colleagues across a range of disciplines
- The ability to communicate effectively with pupils, colleagues and parents and to work as part of a collaborative team
- An interest in education beyond the classroom and across the age range
- Flexibility, a sense of humour, and a willingness to contribute to all aspects of school life, including trips, projects, special events and extracurricular clubs

Desirable

- A degree in English Literature
- Qualified teacher status
- Good IT skills

How to apply

Please submit a completed GES Application Form (available from <https://www.geschool.ch/about/work-with-us>) to the Head of HR, Ms Aurore Alefsen by email to hr@geschool.ch **before 12:00 on Monday 25 February 2019**. A brief covering letter to the Head and/or curriculum vitae may also be submitted but will not be accepted in place of a complete application form. Interviews will be held at the School in the week beginning Monday 4 March 2019.

Safer recruitment

Geneva English School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening, including checks with past employers and enhanced national/international criminal records checks.