



Application Pack

Teaching Assistant

(Maternity Cover)

Job Reference: JSTAFT0120

Published: 16 January 2020



ST GEORGE'S

BRITISH INTERNATIONAL SCHOOL ROME

A Message from the Principal



It gives me great pleasure to introduce St George's - one of the leading and most academically successful British International Schools in Europe.

At St George's we are proud of our rich history of providing a world-class education to both expatriate and internationally-minded local families in one of the world's most iconic cities. Our community - uniquely in Rome - represents more than 80 different nationalities and this infuses our school with vibrancy, inclusivity, tolerance, respect and support.

Our highly-qualified team of teachers includes many leading educationalists and experts in their field who inspire the pupils to genuinely be the best they can be. As a leading school, we are committed to not only recruiting and retaining the very best teachers, but also to ensuring that we constantly develop and improve the education they provide for our pupils through a focus on training, coaching, research and innovation.

Our close links with the world's highest performing and most aspirational universities ensure Georgians are filled with ambition and have the highest possible expectations for their future. Whilst our (I)GCSE and IB results are among the best of any school of its type in the world, and are comparable with leading independent schools in the UK, we believe that a truly outstanding education is about so much more than just examination results. Our focus on the nine Cs ensures our pupils become highly successful individuals who are equipped to excel whatever the global economy of the future looks like, but who are also proud of who they are and their own unique combination of qualities, talents, passions and challenges.

Our rich programme of extra-curricular activities allows pupils to develop a wide range of interests beyond the curriculum. Our sports facilities are without parallel in the city. Our performing arts and music productions are breathtaking in both their ambition and scope. The artwork that adorns the school would not look out of place in any professional gallery. And, perhaps unsurprisingly for a school with such close links to the city's diplomatic community, we have consistently excelled on the international stage in our Model United Nations endeavours.

Above all, however, we are proud of the young people we are helping to develop at St George's. Our pupils are welcoming, polite, compassionate, independent and entrepreneurial. They are also convinced that they have the capacity to make a difference in this world. Nowhere is this evidenced more clearly than in the excellent work that the pupils put into the school's orphanage in Zambia.

Thank you for your interest in joining our team.

**Mr David Tongue BSc (Hons), PGCE, MSc
Principal, St George's British International School**



Teaching Assistant (One Year Maternity Cover)

St George's British International School is recruiting for a Teaching Assistant at our city centre school in the Aurelia area of the city to begin April 2020. The successful candidate will work as a member of the Teaching and Learning team and will report to the Head Teacher.

In the Early Years, the social and emotional aspect of their role is particularly strong and they are seen as key care-takers for the children in these years. Their presence in a lesson provides not only the Class teacher, but also the pupils with the support, knowledge and understanding that ensure teaching and learning is of an optimum level; for this reason they will be involved in the planning sessions and, through negotiation with other members of the team, share their strengths and assist learning.

Key Responsibilities

- helping children in all areas of the curriculum;
- assisting with the preparation of the learning environment;
- liaison with parents;
- maintaining pupil records;
- providing extra support to children with special needs or those who are EAL learners;

- planning learning activities with teachers;
- helping with the assessment of pupils' progress;

Pastoral

- To show an active interest in the personal circumstances of the children under your care, and to foster their personal and social development
- To actively promote the social, moral and cultural ethos of the school community
- To create an atmosphere of support by being aware of, and fully compliant with, all the school policies on pastoral care
- To be familiar with all of the school's policies on Health and Safety and be proactive in ensuring the safety of all members of the school community at all times
- To promote exemplary behaviour and a responsible attitude amongst all pupils at all times
- To be aware of and act upon all policies regarding the safeguarding of children

Personal Skills

- Enthusiastic and passionate about school education with a sound understanding of UK best practice
- Flexible and adaptable to the varied demands of working in a world-class school environment
- Able to work independently and collaboratively as part of a team
- Creative and innovative across and beyond the curriculum
- Able to work successfully under pressure, with excellent organisational skills
- Reliable and respectful
- A confident and competent user of IT

Qualifications and Experience

- A university degree or other professional qualification
- A good standard of spoken and written English
- A proven ability to work with young people
- A generous and sociable outlook
- A willingness to undertake ongoing training
- Experience of working with young people with limited English and/or special needs highly desirable
- Previous experience working within a school setting highly desirable



How to Apply

Closing date for applications **7 February 2020**

Start date **20 April 2020**

Job reference number **JSTAFT0120**

**Short listing will commence immediately after the closing date.
We reserve the right to appoint before the closing date.
Early application is strongly encouraged.**

Please complete the Application for Employment form available at www.stgeorge.school.it/employment. Please submit your completed application via email to jobs@stgeorge.school.it, inserting the job reference in the title of the email.

Within the application form, please include a statement outlining your strengths and stating why you wish to be considered for the role. Please indicate your curriculum strengths and extra-curricular interests. Please do not submit a CV or send certificates or testimonials at this stage.

Please note that, as well as a face-to-face or Skype interview, the selection process may include another form of assessment, such as a presentation, administrative test or other demonstration of practical skills if relevant. Shortlisted candidates will have references taken up prior to interview.

Conditional Offer of Appointment

Any offer to a successful candidate will be conditional upon the following:

- Verification of identity, qualifications and professional status
- A safeguarding check
- Receipt of at least two satisfactory references (one of which should be from your current or most recent employer)
- Verification of medical fitness (completion of a medical declaration)

Equal Opportunities

St George's is an equal opportunities employer. Discrimination will not be made on the grounds of race, ethnicity, religion, age, nationality, marital status, sexual orientation or other basis.

Salary

The successful candidate will receive a competitive salary and benefits package that is consistent with the status that St George's holds as a HMC school.