



## **JOB OPENING**

**POSITION:** Elementary School Upper Classroom Teacher  
**REPORTS TO:** Elementary School Principal  
**CONTRACT TERM:** 2 School Years (2022-2024)  
**JOB OPENING:** 28 September - 10 December 2021  
**External: we reserve the right to end the recruitment process once a suitable candidate is found**

### **PURPOSE**

Jakarta Intercultural School (JIS) educators provide memorable experiences for JIS students. JIS Elementary School teachers are responsible for working collaboratively to develop and implement the Elementary School (ES) program at JIS. JIS educators work in a professional learning community to continuously improve teaching practice for the benefit of the students at JIS in pursuit of our *Mission, Vision, Values, and Dispositions*.

### **QUALIFICATIONS, EXPERIENCES and ATTRIBUTES**

1. Minimum Bachelor's degree
2. Teaching credential
3. Minimum five years of Elementary classroom teaching experience
4. Experience in a school with a well-defined Elementary School philosophy – international setting preferred
5. Experience with, and commitment to, a Professional Learning Community (PLC) and departmental work
6. Strong understanding of instructional practices in all academic areas, including literacy, mathematics, and inquiry-focused learning
7. Versed in documenting student learning via innovative approaches
8. Knowledgeable in working with differentiated instruction, EAL, and in an inclusive environment
9. Experience using age-appropriate technological tools to enhance teaching and learning
10. Background in associating with students outside the classroom environment – this could include experiences in extracurricular activities, overnight camps, field trips, drama, sports, clubs, music, or other non-academic endeavors
11. A clear commitment to Child Protection, safety, service learning, and environmental stewardship

### **DUTIES and RESPONSIBILITIES**

1. Creating a classroom community which supports positive and appropriate learning experiences, as well as, a sense of community.
2. Focused on teaching and learning, which includes a depth of knowledge about curriculum practices, assessment, and pedagogy:
  - a. Having a deep understanding of literacy practices, including reading and writing workshop
  - b. Having a deep understanding of conceptual based mathematics teaching with active engagement and a high level of discourse
  - c. Providing effective feedback that helps to shape the next learning experience



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- d. Identifying essential elements of curriculum and building age-appropriate units of instruction
  - e. Personalizing instruction, knowing and engaging each learner using and planning appropriate interventions
  - f. Using a range of teaching strategies that take into account individual needs, what students know and what inspires them
  - g. Demonstrating knowledge and skills in the content areas and explicitly developing the Learning Dispositions (Resilience, Resourcefulness, Relating and Reflectiveness)
  - h. Collaborating with other professionals in support of all students and implement instruction or accommodations as stated in Individual Learning Plans (ILPs) as appropriate for students in their charge
  - i. Planning, coordinating, and supervising the work of classroom assistants and assistant teachers as appropriate
3. Building positive interpersonal relationships:
    - a. Promoting positive interactions among students who have differing cultural, linguistic, and national backgrounds
    - b. Engaging students in restorative practice to maintain the dignity of the child
    - c. Fostering a sense of identity and pride in the school among students, parents, and colleagues
    - d. Contributing positively towards the culture of the school
    - e. Maintaining an open attitude toward new ideas and accepting of others whose experiences, opinions, and beliefs may differ
    - f. Collaborating with grade-level teams, specialists, school-wide teams and the elementary Student Support Teams
  4. Seeking ongoing professional growth
    - a. Continuing to acquire new learning and reflecting on new learning and professional practice
    - b. Engaging in opportunities for in-service and workshop offerings
    - c. Sharing professional knowledge with colleagues
    - d. Working closely with Team Leaders, Curriculum Coordinator, and specialist teachers to plan cooperatively, develop curriculum and maintain a positive, professional school climate
    - e. Setting goals for professional development, taking advantage of professional development opportunities, and demonstrating current best practices in the field of education
  5. Communicating effectively
    - a. Providing opportunities for parent involvement in school programs, activities, or the classroom
    - b. Communicating concerns for students who may be experiencing social, emotional, or academic difficulties to the Student Support Team
    - c. Communicating effectively with students, colleagues, and parents
    - d. Communicating curriculum expectations clearly and on a regular basis



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6. Performing other related duties and assuming other responsibilities as assigned by the ES Principal

### **TO APPLY**

Interested qualified candidate, please send your cover letter, resume, and 3-5 list of professional references to the Human Resources Manager, Megumi Runturambi, at [application@jisedu.or.id](mailto:application@jisedu.or.id)