



DESIGN AND TECHNOLOGY - PRODUCT DESIGN TEACHER (POSSIBLE HEAD OF DEPARTMENT)

We are looking for a well-qualified and inspirational subject teacher who empathises with the academic and holistic ethos found at top British International Schools. You will need to have a passion for being fully committed to making learning magical, providing individualised pastoral care for every student and a varied and genuinely rewarding enrichment curriculum. Previous overseas experience is not essential. However, the desire to work in a genuinely international community is.

Jerudong International School students motto is “**Togetherness and Community: Embracing Individuality and Unity.**” Central to this is our Polio Points reward system. Year 7 to 13 students are challenged to act in a way that goes beyond what we would normally ask of them to do. The reward system is based on our six student aims of Leadership, Resilience, Communication, Thinking, Engagement and Integration. They are then rewarded with a Polio Point (as part of the international End Polio movement) which directly contributes to a donation to UNICEF.

This ethos is integrated fully into our journey towards becoming a truly sustainable school community and the goal of becoming a [Green Flag Eco-School](#). Our aim is to ensure that in every area of the school we try to think more carefully about the impact that we are having on our own local community and in the world around us. Beyond this, we encourage the students to think beyond the school campus and look at how their actions can have global effects. The [Sustainable Development Goals](#) is a blueprint to achieve a more equitable, peaceful and sustainable world for everyone. The school aims to inspire our students to be socially responsible, global citizens equipped to deal with the challenges of the 21st century. We believe that this image above encapsulates our focus for every student and teacher in the Senior School.

Jerudong International School is committed to equality of opportunity for all staff, and applications from individuals are encouraged regardless of any of the protected characteristics of the 2010 UK Equality Act.

To apply, please complete the Application Form to be found in the Employment section on the school website (<https://www.jerudonginternationalschool.com/about-jis-brunei/employment>), where you will also find further details of the post. Please ensure your CV includes a recent photo, and full contact details, including email address, of two professional referees (one should be the applicant’s current and most recent employer). CVs without an accompanying Application Form will not be accepted. Applicants submitting an incomplete Application Form will not be shortlisted.

The closing date for applications is **Monday, 28th November 2022** although early applications would be most appreciated. Interviews will be by Google MEET or Zoom.

Applicants who have not been contacted by **Friday, 16th December 2022**, can assume that on this occasion they have been unsuccessful and are sincerely thanked by the School for their interest.

The successful applicant must be available to commence employment in **August 2023**.



Jerudong International School (Brunei)

- One of the leading International Schools in Asia; situated in Brunei, on the tropical island of Borneo.
- Independent Boarding/Day School, with over 1600 students on roll, aged 2-18 (6th Form of c350).
- Exceptional facilities and resources, with a beautiful 120-acre campus.
- Member of HMC, BSA, FOBISIA and COBIS.
- British Curriculum, leading to (I)GCSEs, A-Levels and IB Diploma.
- Highly competitive tax-free Salary (+ package including Gratuity, Accommodation, Relocation Allowance, Medical Insurance, Annual Flight home, discounted school fees for children).
- c175 Expatriate teachers, mainly from the UK, Australia and New Zealand. Initial 2 Year Contract, but the vast majority stay much longer than that. Currently, over 100 staff children attend JIS.

Safer Recruitment

The safe recruitment of all colleagues (including consultants/ contractors/ supply teachers, activity providers and volunteers) in schools is the first step to safeguarding and promoting the welfare of children in education.

At Jerudong International School we ensure the practice of safer recruitment in checking and recording the suitability of staff and volunteers to work with children.

As part of the safer recruitment procedure, we will require the following information prior to starting work at JIS:

- Up to date police records from a teacher's country of origin and previous country of employment.
- Two references, one of which must be from the current employer. If a teacher has worked in two or more schools, within 5 years, telephone contact will be made with those schools to ask why the teacher is leaving and if there were any concerns of a safety nature with children.



Job Description

Position: Design and Technology - Product Design Teacher (possible Head of Department)

Accountable to: Vice Principal (Head of Senior School) and Head of Design and Technology

General Statement of Responsibilities

Mission

At Jerudong International School (JIS), we challenge ourselves, respect others and inspire positive change. We develop our school through holistic school improvement in four interlinked key areas – Curriculum, Community, Capacity and Campus. Our student profile empowers students to think critically whilst actively engaging in lessons. We build capacity by ensuring students develop resilience by giving them opportunities to lead. We ensure students recognise their roles as global citizens alongside the many communities that exist within school.

We have three core values that epitomise our approach to holistic, international education. Each of these values leads to two areas that form our six school aims.

CHALLENGE : We challenge ourselves to step outside our comfort zones, developing our resilience now to prepare for whatever the future may bring.

RESPECT : Our strength is built on relationships that embrace diversity. This means listening with empathy and communicating kindly.

INSPIRE : We reflect, innovate and create to tackle meaningful issues. Every one of us has a responsibility to inspire positive change.

It is the responsibility of all teachers to demonstrate these values themselves, with colleagues and with the students.

Classroom Responsibilities

Provision of learning opportunities for every student relative to her/his needs, abilities and stage of development, by teaching a programme that gives each student the opportunity to experience success, and which challenges each student achieve their full potential.

Establishment of effective and positive relationships with students based on mutual respect, recognising the individuality of each student and affirming their cultural identity.

Provision of a safe, effective, challenging learning environment and an attractive and welcoming classroom. Contributing to other display areas around the school.



Planning, Curriculum Delivery and Organisational Responsibilities

Preparation of teaching plans in accordance with school policy, updating plans regularly, storing updated versions in the appropriate place on the school's electronic system; plans should show evidence of differentiation for the different abilities of the children.

Developing and managing classroom resources; supporting Heads of Faculty/Heads of Department/Subject Coordinators/Phase leaders in buying new resources to improve provision.

Teaching subjects using the Jerudong International School curriculum in accordance with the school's policy.

Marking and evaluating students' work following the school's marking policy. Feeding back to children and parents as appropriate.

Recording results and completing reports on student achievement following the school's assessment timeline and keeping within deadlines set.

Working in teams to moderate assessments, providing feedback either written or verbal as needed.

Working together in year group teams to plan trips and other activities such as assemblies to enrich the children's educational experience.

Attending meetings and making positive contributions at these meetings; contributing to the school development plan.

Professional Development

Showing initiative and being proactive in keeping abreast of teaching and educational developments and sharing enthusiasm and resources with other teachers, attending teacher development programmes, participating in in-service courses (as funding permits) and attending professional meetings; participating in the Professional Review and Development Process.

Contributions to School Life

Supporting the wider educational and cultural life of the school; leading by example in supporting standards expected of students; performing the pastoral duties of a teacher and tutor; participating in a minimum of 2 extra-curricular activities per week; taking responsibility for the safety of students through supervision duties; supporting school and community programmes, volunteering to support whole school community events. Being a good role model for students; showing respect for peers and commitment to teaching. Being fully involved in and supportive of all aspects of school life both inside and outside the classroom.

Community Responsibilities

Reporting to parents through written reports and parent's evenings on the progress and development of students in the teacher's care. Being available to meet parents on a more informal basis and providing information for them indirectly through the administration and/or counselling staff.



Accountability through Professional Review and Development

All staff will participate in Professional Review and Development which involves setting professional targets in line with school priorities. The process for PRD sees that all staff meet annually with the Head of Faculty and Housemaster/mistress or Phase leader to set academic and pastoral targets. Staff are also expected to set a personal professional growth target related to their teaching. The purpose of PRD is to assist staff to identify professional development needs and to help staff to focus their energy on the goals and objectives stated in the JIS strategic plan and other JIS planning documents.

WIDER RESPONSIBILITIES

Members of staff at JIS are expected to wholeheartedly contribute to the wider life of school. JIS provides holistic education to the students, so this requires a commitment from staff to contribute both in and out of the classroom and to the wide range of community events that take place across the school year.

Boarding

Between 200-250 students in the Senior School (Year 7-13) are full or weekly boarders. An understanding of the ethos of what boarding entails and the importance of it within the school would be looked upon favourably.

There is a full weekend sporting and activity programme as well as regular events that take place within the boarding community. These activities and events are an important part of the rich tapestry of life at JIS and all staff are expected to contribute to the successful running of the Boarding Houses.

Enrichment

Co-curricular activities (CCA) form an integral part of the Enrichment Program at JIS. It is expected that staff fully support the program by offering to run or support one of the wide ranging activities on offer to the students across the Junior and Secondary School. The four groups of activities are: Sports and Exercise, Service Learning, Creativity and Arts, Enriched learning.

Coaching and officiating, particularly in these key sporting areas is paramount to the success of our sporting opportunities:

- Netball
- Football
- Rugby
- Basketball
- Athletics
- Swimming
- Gymnastics
- Badminton

Support for the very successful International Award (DofE) scheme is encouraged as well as running school excursions and trips.



The school is very busy and there are many enrichment and community activities that take place throughout the year. These wonderful opportunities rely on the support of our staff to make them run.

Professional Growth

Our community strives to be self-evaluating and self-improving. We run an exceptionally innovative programme of ongoing Professional Growth. We rely on members of our team to be problem solving self-starters who contribute to making us all better learners. Potential to help colleagues improve and a willingness to improve one's own practice is an essential attribute of JIS Staff.

Working Hours

Monday – Thursday 7.15am – 3.15pm

Friday 7.10am – 3.30pm (break 12noon – 2.00pm)

The hours above do not include CCAs.

If you need to leave the School before the end of the day, for the purposes of emergency evacuation or lock down procedure, you must notify your respective Head of Faculty/Department/Phase leader and sign out of school at the relevant school office.

SPECIFIC SUBJECT EXPECTATIONS

We are looking for an experienced and dedicated teacher to teach Design and Technology to students in the Secondary School. The successful candidate will be a skillful designer and maker, they will work in a team of Design and Technology teachers, support the team to deliver the curriculum and develop teaching resources and equipment. A proven record of success in teaching exam classes at (i)GCSE, A Level or IB Diploma will be required as well as an enthusiasm for developing the skills of KS3 Students. Strengths in CAD as well as familiarity with CAM equipment such as 3D printers, Laser cutters and CNC routers would be an added advantage. The candidate must be a strong team player with effective communication skills and be flexible and adaptable to changing requirements.

Key Requirements

- Experience of teaching A Level, (i)GCSE or IB Diploma, with a proven record of success, is essential.
- Experience of teaching Food/Textiles/Resistant Materials to Key Stage 3 is desirable.

RESPONSIBILITIES SPECIFIC TO HEAD OF DEPARTMENT

The Head of Design and Technology's responsibilities include, but are not limited to:

- The efficient day to day running of the department as well as considering and tackling areas for development, throughout the year.
- Leading regular and documented departmental meetings with all members of the team.



- Responsibility for overseeing the development of the curriculum, the creation and sourcing of resources and ensuring schemes of learning are up to date and in-line with school expectations.
- Monitoring internal assessment data of all students, using trackers. Ensuring that these trackers are updated regularly by all members of the team.
- Working with the Middle Years coordinator to develop the KS3 curriculum.
- Keeping up to date with educational change and current pedagogy and sharing this with the team.
- Ensuring Extended Essays, Internal Assessments and Non Examined Assessments are completed and submitted on time.
- Responsibility for producing internal exam reviews and taking part in departmental reviews with the Director of Studies and Head of Secondary School.
- Overseeing and running departmental trips both in Brunei and abroad.
- Preparing and maintaining policy documentation for students, staff, parents or inspectors.
- Monitoring the quality of teaching and learning in the department through lesson observations, learning walks, feedback reviews and discussions with teachers.
- Meeting individually with team members throughout the year to discuss development plan targets, progress, wellbeing and any other issues or concerns.
- Fulfil any other duties which the Principal considers to be appropriate to this post.



PERSON SPECIFICATION FOR THE ROLE OF TEACHER

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • QTS • Degree 	<ul style="list-style-type: none"> • Other professional qualifications
Knowledge and Experience	<ul style="list-style-type: none"> • Outstanding class teacher with outstanding pupil outcomes • Excellent understanding of relevant curriculum • Excellent understanding of use of a range of data to improve outcomes • Excellent understanding of Safeguarding and Child Protection policies and practices 	<ul style="list-style-type: none"> • Experience in more than one school • Up to date knowledge of current education issues • Proficient ICT user • Awareness of innovative thinking and practice in education • Experience of developing the practice of others
Professional Skills	<ul style="list-style-type: none"> • High expectations and aspirations for pupils and staff • Form and maintain excellent effective relationships with all in school • Communicate effectively with all in school • Be well organised and work within deadlines • Be a good team player and work cooperatively in different capacities 	<ul style="list-style-type: none"> • Inspirational role model to others in school
Personal Qualities	<ul style="list-style-type: none"> • Ability to use initiative • Ambitious and willing to learn • Flexible, creative and inspiring • Caring, positive, open and honest • Dedicated and hard working 	<ul style="list-style-type: none"> • Champion for children • Proactive in self-development • Views teaching as more than a job

