

POSITION: High School English Language and Literature/EAL Teacher
REPORTS TO: High School Principal
CONTRACT TERM: 2 School Years (2024-2026)
CONTRACT START DATE: 1 July 2024
JOB OPENING: 25 September 2023

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 High School teachers are responsible for working collaboratively to develop and implement the High School (HS) 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 Dreams.

The teaching of English language Learners is a particularly exciting area at JIS, and we are extremely well-equipped, including having a superbly resourced library. Candidates must be fully qualified teachers able to be enthusiastic and inspirational role models for our students and expert at promoting the subject. We are looking for a self-starter who is able to work collaboratively.

QUALIFICATIONS, EXPERIENCES and ATTRIBUTES

1. Bachelor's degree in a relevant discipline (Master's degree or equivalent advantageous)
2. Teaching credential
3. Minimum five years of experience in the subject area, including recent experience in English language acquisition methodology and research-based practices
4. Experience in a school with a well-defined High School philosophy – International setting preferred
5. Ability to teach both English A First Language and English B Second Language/Language acquisition classes preferred
6. Documented experience working with multicultural/multilingual students
7. Experience with IB and AP English courses preferred
8. Experience in teaching IB Theory of Knowledge and/or advising Extended Essays considered advantageous
9. Experience with a variety of texts and text types, including literature texts and language/media texts
10. Proven ability to communicate well and work collaboratively with EAL students and their families
11. Passion for working with High School EAL students
12. Experience in leading faculty in their ability to differentiate practice to support EAL students
13. Understanding and use of instructional techniques and strategies, including differentiation
14. Experience with, and commitment to, a Professional Learning Community which collaborates in course design, lesson delivery and assessment
15. Experience with student advisory/pastoral programs and willing to play an enthusiastic role in our Supported Learning and Advisory program for students if called upon
16. Experience using technology to support learning
17. Versed in curricular development via innovative approaches
18. Demonstrated background in associating with students outside of classroom environment – this could include experiences in drama, sports, clubs, music or other non-academic endeavors
19. A clear commitment to Child Safeguarding, safety, service learning and environmental stewardship

DUTIES AND RESPONSIBILITIES

1. Demonstrating commitment to professional inquiry by:
 - a. Identifying essential elements of curriculum and building common units of EAL instruction
 - b. Personalizing instruction, knowing and engaging each learner using appropriate interventions
 - c. Providing timely and precise feedback using common formative and summative assessments to provide both meaningful student achievement data to inform instructional practice and an assessment policy that encourages success
2. Sharing and developing professional knowledge with colleagues by:
 - a. Working closely with Team Facilitators and specialist teachers to plan cooperatively

- b. Setting goals for professional development, taking advantage of professional development opportunities and demonstrating current best practice in the field of education
3. Maintaining an open attitude toward new ideas and accepting of others whose experiences, opinions and beliefs may differ
4. Promoting positive interactions among students who have differing cultural, linguistic and national backgrounds
5. Working closely with families of EAL students to communicate progress and plans for learning
6. Engaging with the JIS Professional Growth and Reflection process
7. Continuing to develop pedagogy that benefits student learning
8. Seeking support from the PLC in regard to refining pedagogy and asking for help when needed
9. Using a range of teaching strategies that adapt what students know and what inspires them
10. Collaborating with the Student Support Team and executing ILPs as appropriate for students in their charge
11. Planning, coordinating and supervising the work of Departmental Assistant as appropriate
12. Building positive interpersonal relationships and actively engaging in Child Safeguarding practices
13. Demonstrating an understanding of behavior for learning techniques and strategies
14. Developing and promoting positive interactions among our diverse student body
15. Fostering sense of identity and pride in the school among students, parents, and colleagues
16. Collaborating with department team, school-wide teams and Student Support Team
17. Communicating effectively with all members of the JIS community
18. Remaining observant of individual student needs
19. Empowering students to take responsibility for their learning and actions
20. Persevering by channeling the energy of frustration productively
21. Identifying and seeking support when in need
22. Embracing the JIS Learning Dispositions of Resilience, Resourcefulness, Relating and Reflectiveness
23. Performing other related duties and assuming other responsibilities as assigned by the HS Principal and/or Head of the English Department

TO APPLY

Interested qualified candidates, please send your cover letter, resume, and 3-5 list of professional references to teachingapplication@jisedu.or.id