

POSITION: High School Indonesian Civics Teacher  
REPORTS TO: Head of Social Studies Department and High School Principal  
CAMPUS: High School/Social Studies

#### 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.

#### QUALIFICATIONS, EXPERIENCES & ATTRIBUTES

- Minimum Bachelor's degree in Pancasila and Civic Education/Civic Education/Law Science/State Administration/Constitutional Law.
- Teaching credentials: due to Indonesian Government regulations, the successful candidate must be linear.
- Minimum five years of experience, preferably with experience teaching Pancasila and Indonesian civics courses in other international curriculum settings.
- Have good knowledge of National Curriculum of Curriculum 2013, with knowledge of Curriculum Merdeka is an advantage.
- Experience in a school with a well-defined High School philosophy – an international curriculum school is preferred.
- Demonstrated organizational ability and effective communicative, writing and interpersonal skills.
- Documented knowledge of international curriculums is an advantage.
- Advocate for Differentiated Instruction and EAL in the Mainstream.
- Experience with and commitment to a Professional Learning Community and departmental work.
- An ability to work collaboratively with the Social Studies department, Bahasa teachers, and Religion division.
- An ability to teach another social studies subject will be an advantage but is not required as this is primarily an Indonesian civics position.
- Experience using computers and other electronic teaching tools, including Google Suite, Platform Merdeka Mengajar, web-based resources, PowerSchool and/or other contemporary software.
- Demonstrated background in associating with students outside of the classroom environment – this could include experiences in drama, sports, clubs, music, or other non-academic endeavors.
- A commitment to international education and developing global citizens of the future.
- A clear commitment to Child Safeguarding, safety, service learning and environmental stewardship

#### DUTIES AND RESPONSIBILITIES

- Work closely with the Head of Department and Head of Indonesian Educational Program to plan cooperatively, develop curriculum and maintain a positive, professional school climate.
- Participate in professional learning
- Maintain an open attitude toward new ideas and accepting of others whose experiences, opinions and beliefs may differ
- Engage with the JIS Professional Growth and Appraisal process
- Continue to develop pedagogy that benefits student learning
- Ensure effective delivery of curriculum
- Contribute to the ongoing development of our written curriculum.
- Provide effective feedback using common formative and summative assessments that help to shape the next learning experience
- Demonstrate knowledge and skills in the content areas and explicitly develop the Learning Dispositions
- Collaborating with the Student Support Team and executing ILPs as appropriate for students in their charge
- Build positive interpersonal relationships and actively engage in Child Safeguarding practices

- Develop and promote positive interactions among our diverse student body
- Foster a sense of identity and pride in the school among students, parents and colleagues
- Collaborate with the department team, school-wide teams and Student Support Team
- Communicate effectively with all members of the JIS community
- Empower students to take responsibility for their learning and actions
- Identify and seek support when in need
- Embrace the JIS Learning Dispositions of Resilience, Resourcefulness, Relating and Reflecting
- Able and willing to work in an asynchronous or synchronous online platform if necessary
- Performing other related duties and assuming other responsibilities as assigned by the HS Principal, Head of Social Studies Department or Head of Indonesian Educational Program.

**TO APPLY**

Please send your cover letter, resume and 3-5 list of professional references to [recruitment@jisedu.or.id](mailto:recruitment@jisedu.or.id)