



# Director of International Learning: Senior School

***Start date: April 2025, or September 2025, Full time***

## Overview of the Role

We are looking to appoint an innovative and dynamic Director of International Learning (IL), to lead and manage our Senior IL Department, work closely with our Prep IL Department, oversee our present bespoke programmes, and in addition develop strategically further induction, curricular support, co-curricular and pastoral programmes. This is an excellent opportunity for a suitable candidate to contribute to our vibrant international community, and to ensure their continued success across Culford Senior and Prep Schools.

***Accommodation is available***

***Salary dependent on qualifications and experience***

## Role Specifics

Work with Admissions on IL applications, and liaise and develop close links with parents, agents and other stakeholders.

Lead and strategically further develop induction, transition, academic and co-curricular programmes.

Work with teachers, tutors and pastoral colleagues to support excellent IL academic and pastoral development, and excellent wellbeing provision.

Support the Deputy Head Academic in terms of our IL CPD programme, and quality control and further develop international pupil learning in mainstream subject classes.

Lead and manage the Senior IL Department, and work closely with the Prep School.

Teach international pupils from Year Nine to Year Thirteen, individually and in small groups.

## International Learning at Culford

The IL Department supports international pupils, who come from more than twenty countries worldwide. Some pupils attend for one year to experience an English boarding school and to

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improve their English. Others join us from an earlier age and stay longer so that they can take GCSEs and A-levels.

EAL is taught to all pupils who need to develop their academic English skills. The classes are small and this allows for a flexible approach to teaching to meet the needs of the varied range of pupils. Occasional one to one support is provided, when necessary. Fourth Form and Lower Fifth (Year 9 and 10) pupils generally take one of the Cambridge English suites of examinations, depending on their ability. Upper Fifth (Year 11) pupils take Cambridge iGCSE English as a second language, or English First Language. The latter course is delivered by the English department. IELTS can be studied in the Sixth Form and most pupils achieve the band they need for university at the end of the Lower Sixth (Year 12).

## The International Learning Department

International pupils are an important part of the Culford community and the IL Department is passionate about helping them to develop their language skills so that they can participate effectively both socially and within the academic environment of the School. The department also provides curriculum support to the pupils and advises other staff on how best to support them. The department has dedicated classroom space, with two main classrooms with interactive whiteboards and a range of resources. These resources include a wide range of English language course books, class sets of readers and other EAL-specific materials. In addition, the library holds a range of books which are suitable for international pupils. The Senior School IL Department is made up of a Head of Department and one IL teacher. The department maintains close links with the Prep School IL department.

The department organizes a number of popular extracurricular activities aimed at developing international pupils' appreciation of UK culture. The department also provides additional listening and speaking activities outside of the normal timetable.

## The Person

We value dynamism and creativity and colleagues are given the freedom to inspire pupils in ways that suit them whilst being pupil-centered in their approach. You should be adaptable and resourceful, with an ability to lead, manage and respond to change. You will be able to teach both in the classroom and via an online platform, as Culford is committed to blended learning. You will be able to use technology in the classroom to aid learning and be comfortable doing so. You will have excellent communication skills and the ability to interact effectively with parents, teachers across the School and pupils.

Ideally, you will already be an EAL teacher, and ideally, you will have at least a CELTA or equivalent qualification. You will need to be able to prepare pupils for EAL examinations from the Cambridge English main suite as well as IELTS. You should have a good understanding of the exam requirements as well as the academic, curriculum and pastoral needs of international pupils. You

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should also be able to develop the language skills of the international pupils so that they can join mainstream English lessons as soon as possible.

We would expect you to contribute fully to the life of a busy boarding school, including being a tutor. There are opportunities to contribute to the extra-curricular provision at Culford in areas about which you are passionate. The position would suit an enthusiastic and dynamic EAL teacher who is imaginative, adaptable and forward thinking and who now wants to take on the challenge of helping our international students flourish and succeed during their time at Culford.

All pupils have laptops and blended learning using various digital media is a strong feature of what we do. Culford uses iSAMS and the Google Suite of Applications, including Google Classroom, Google Meet, Google Drive and Google Sheets. Whilst experience in the use of these products would be advantageous, full training will be given as necessary to the successful candidate. The department has a generous budget and provides all necessary resources. Teachers wishing for specific resources are encouraged to apply for them to develop our educational offer further.

Culford believes in professional and personal development and will seek to support the successful candidate in all areas. We are a member of the Teachers' Development Trust and seek to offer a wide range of professional development opportunities to all staff. We aim to ensure that our pupils are receiving the best possible experience in the classroom, while our staff are supported in developing their careers.

Teaching at Culford was judged as Excellent in our 2020 ISI inspection.

## How to Apply

**Please see the accompanying Recruitment Pack for details. Early applications are encouraged.**

**Closing date for applications: Friday 29 November**

**Interview date: Friday 6 December**