

# ESCA- Bishkek International School

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## **Job Description: English as an Additional Language (EAL) Teacher**

Bishkek International School is a non-profit community school providing excellent international education in a safe, supportive and friendly environment. The school opened in September 2011 and now has over 180 students with more students joining every term. Sixty percent of our students are American, Asian and European citizens, children of employees of embassies, international organizations and international business or NGOs. Forty percent of students are Kyrgyz citizens. The school welcomes all students regardless of ability, gender, ethnicity, language, or religious belief and everyone is encouraged to take part in all school activities. As an IB World School offering the IB Diploma, we are also in the authorisation process for IB PYP and IB MYP and have Cambridge International Examinations Accreditation for the IGCSE programme.

EAL classes cover a wide range of ages (5-14), to meet the need of students with developing English language skills. This range covers students enrolled in International Baccalaureate Primary Years and Middle Years Programs.

### **Responsibilities**

1. Work with the EAL Coordinator to develop and deliver intensive English language education programmes for children who need special assistance in developing their English language skills (listening, speaking, reading and writing)
2. Differentiate instruction to meet the individual needs of each student to be socially and academically successful, having regard to the abilities and aptitudes of individuals
3. Be an exemplary teacher, clearly demonstrating effective planning, teaching and organization, and high standards of achievement and behaviour in lessons
4. Monitor and record progress, set targets and report progress to class teachers
5. Provide support, individual and group interventions for identified groups of targeted students
6. Provide a positive learning environment for each student and inspire students to expand their understanding and use of the English language
7. Enhance lessons through incorporating technology into the teaching program and be creative in working with limited resources
8. Plan, keep and report appropriate records to school management and parents
9. Organise and manage extra-curricular activities that promote positive interactions among students of all ages
10. Maintain knowledge of current educational theory and practice and undertake professional training in liaison with the EAL Coordinator.
11. Act in accordance with the budgets, policies, procedures, directions and decisions of the school management
12. Act as ambassador for the school and act in a manner that upholds the values and ethos of the school at all times
13. Maintain high quality standards in all areas of the school
14. Any other tasks as decided by management that contributes to the provision of quality education for children or the effective development of the School.

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## Reporting

EAL teacher reports to the EAL coordinator

## Timing and Duration

The position is available **starting 25 August 2017**. This is a full time (or part-time) long-term position.

## Remuneration

Salary and benefits are competitive.

## Requirements

- Relevant University Degree
- Experience of teaching English as an additional language
- Genuine enjoyment of working with students and proven ability to enable a wide range of children to develop their academic and social potential
- Excellent interpersonal, team leadership and membership skills
- Able to communicate well with students, staff and parents and to gain their confidence and respect
- A commitment to Professional Development
- Near native fluency in spoken and written English

## Desirables

- Full teaching qualification in TESOL or TEFL
- Familiarity with the IB Primary Years Programme and IB Middle Years Program
- Other language skills

## Application

- Send your application in English by email to [hr@esca.kg](mailto:hr@esca.kg)
- Include: (i) a brief cover letter summarizing your suitability for the post and the reason for applying; (ii) your CV; (iii) a list of three referees with contact details.

## Deadline for Applications

Interviews and appointment will be arranged as soon as appropriate applications are received. Early application is advised.