

ESCA- Bishkek International School

Job Description: Computer Science and Mathematics 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 250 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. We are also a candidate school for NEASC accreditation.

RESPONSIBILITIES

Mathematics Teacher

1. Teach mathematics in the Middle Years Programme and/or the IGCSE program following the appropriate MYP curriculum framework and IGCSE curriculum, as appropriate.
2. Provide tutoring for individual students who need support to progress in their course.

Computer Science Teacher

3. Teach coding, 3D design and software manipulation components of the 'Design' curriculum for the Middle Years Programme (age 11 -13) working in partnership with the Visual Arts Teacher.
4. Teach coding for Primary Years Programme (age 9 -10) in partnership with Homeroom Form Teachers. Educate student to understand concepts such as: actions triggered by an event; decision made based on a condition; loops and iteration; variables. The main tool will be Scratch but other "drag and drop blocks" programming environment could be used (Blockly, Lightbot, App Inventor). Non-coding activities should also be planned (Pivot Animator, 3D Design, code.org, etc).
5. Support the Head of Computer Science as a second teacher in some classes for IGCSE students (age 14-16) to support students with limited English language skills or limited computer science skills.

General Teaching Responsibilities

6. Develop long term teaching goals for students and enable students to achieve the goals.
7. Integrate ICT in the teaching program and be creative in working with limited resources.
8. Differentiate instruction to meet the individual needs, abilities and aptitudes of each student and enable them to be socially and academically successful.
9. Ensure a positive learning environment for each student.
10. Work with the PYP, MYP and IGCSE coordinators to produce relevant planning documents and attend relevant programme meetings.
11. Align classroom learning and teaching to PYP, MYP and IGCSE approaches, as appropriate.
12. Create an engaging classroom environment that motivates students to learn and ensure all student expectations are high

ESCA- Bishkek International School

13. Use a wide range of assessment methods to ensure student knowledge and understanding are appropriately recorded
14. Provide a positive learning environment for each student and inspire students to expand their understanding and enjoyment of the subjects taught.
15. Be an exemplary teacher, clearly demonstrating effective planning, teaching and organization, and high standards of achievement and behaviour in lessons

ICT backup support

16. Run workshops for Teachers on using technology in the classroom and introducing students to coding skills.
17. Provide back-up support to teaching staff in resolving IT issues.

Extra-Curricular Activities

18. Organize and manage extra-curricular activities that promote positive interactions and language development among students of all ages, with a focus on software coding and mathematics skills.
19. Organize and implement Math and Informatics Olympiads at BIS in English and Russian language, involving a wide range of schools.
20. Support BIS students in preparing for Grade 9, Grade 11 national exams in Math and ORT university entrance exams.

General

21. Plan, keep and report appropriate records to school management and parents
22. Maintain knowledge of current educational theory and practice and undertake professional training in liaison with program coordinators and the Director of Studies.
23. Act in accordance with the budgets, policies, procedures, directions and decisions of the school management
24. Act as ambassador for the school and act in a manner that upholds the values and ethos of the school at all times
25. Maintain high quality standards in all areas of the school
26. Any other activities as agreed with management to contribute to overall development of the school.

REPORTING

Report to the Head of Computer Science, Head of Mathematics, and Programme Coordinators for IGCSE, MYP and PYP as appropriate.