

ST MARGARET'S

SCHOOL

English as a Second Language Teacher

Pay: £20-25 per hour (Depending on experience)

St Margaret's is seeking to appoint an enthusiastic and experienced ESL (English as a Second Language) teacher to deliver ESL lessons within our newly established Sunday morning language school for our boarding students, and across the school during the week. The weekend language school is also available commercially to students outside St Margaret's.

Newly CELTA qualified candidates are welcome to apply. Please ensure to include the reference from your course tutor.

For further information and to apply for this vacancy, please visit our website: <https://www.stmargarets-school.org.uk/work-with-us>

Application closing date: Wednesday 5 January

First Interviews to be held: Wednesday 12 January.

Suitable candidates may be interviewed before the closing date and St Margaret's School reserves the right to withdraw the position if an early appointment is made.

St Margaret's school is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. St Margaret's School is an equal opportunities employer.

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JOB DESCRIPTION

St Margaret's is seeking to appoint an enthusiastic and experienced ESL (English as a Second Language) teacher to deliver ESL lessons within our newly established Sunday morning language school for our boarding students, and across the school during the week.

Accountable to: Head of EAL

Main Duties and Responsibilities

- Planning and delivering stimulating and engaging ESL lessons for learners aged between 5 and 17
- Conducting regular assessments and providing feedback on learners' language acquisition
- To provide information, for the purposes of tracking, as required by the Head of EAL
- To understand the demands of IELTS and IGCSE ESL qualifications and support students in preparing for these qualifications as guided by Head of EAL
- To read and adhere to school policies and procedures
- On occasion, there may be opportunities for the ESL teacher to support trips, events and activities for boarding pupils
- To undertake any other relevant duties relating to ESL as required by the Head of EAL

Hours:

Sundays (11:00 – 13:00) & weekdays as needed.

Induction and training to be delivered by Head of EAL pertaining to IELTS and the IGCSE CIE ESL course. Full guidance on resources will be provided.

During the normal school week, additional work at the same hourly rate will be available supporting EAL pupils in their subject classrooms.

Shortlisted candidates will be asked to attend a remote interview via Zoom. Successful candidates will then be asked to attend a second interview process, in which they will be expected to plan and deliver a 20-minute mock lesson to a selection of students, the Academic Director and Head of EAL. This will be followed by a short interview.

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Teacher of ESL - Person Specification

The person appointed will have the following attributes:

	Essential	Desirable
The ability to teach all levels of English	√	
CELTA certificate or equivalent	√	
Experience of working with second language English speakers	√	
Experience of supporting pupils in preparing for IELTS or CAIE IGCSE		√
An energetic and enthusiastic approach	√	
Proven ability to set high standards and inspire young people	√	
Clear and accurate written communication skills	√	
Excellent interpersonal skills to deal with a range of people	√	
Good planning and organisational skills, with the ability to use own initiative and take decisions	√	
A commitment to contribute to the extra-curricular life of the school	√	
A flexible attitude and a willingness to take on new ideas and challenges	√	
The ability to relate to and empathise with young people	√	
Hardworking and reliable	√	