

Recebemos o seguinte pedido de divulgação e relembramos que a APPI se limita a fazer a divulgação das propostas de emprego. Todo e qualquer assunto referente ao anúncio deverá ser tratado e esclarecido junto da entidade responsável.

Director of Studies for Wimbledon School of English Junior Summer School.

Job Summary

We are looking for two highly motivated, experienced and innovative residential Directors of Studies to lead our teams of teachers at our established Summer Centre for Juniors based at Lord Wandsworth College, Long Sutton, Hook, Hampshire RG29 1TB, and at our brand new centre based at Pangbourne College, Pangbourne, Reading, Berkshire RG8 8LA.

Details of Position

Wimbledon School of English is looking for two experienced Directors of Studies to be part of our Summer Centre Management Teams and to lead our teams of teachers. We have up to 120 students (aged 11 to 17) per week with an excellent mixture of nationalities. Both centres are based in beautiful countryside and offer outstanding sports facilities, which staff can use during their time off.

Our courses run for five weeks at Lord Wandsworth College and four weeks at Pangbourne College beginning 6 July 2019. The ideal candidates will be able to demonstrate that they are hard-working, dynamic, organised and ambitious with a genuine passion for academic excellence and CPD.

You will be responsible for all areas of academic provision at one of the Summer Centres, which include managing the teaching team, teacher development and appraisal, supporting less experienced teachers in lesson planning, formal observation of all teacher, course development, pastoral and academic needs of students, maintaining the smooth running of the academic side of the summer programme, including the academic excursions, and maintaining the centre's teaching resources.

Start date June/July 2019

As part of our commitment to safeguarding, an enhanced DBS disclosure or recent overseas police check will be required.

Please ensure you can account for any gaps in your CV.

Any personal data you submit as part of this application will be kept securely in compliance with GDPR regulations.

Only shortlisted candidates will be contacted.

Qualifications

Essential:

Educated to degree level

DELTA or Trinity Diploma qualified

ELT teaching experience of young learners within the 11 to 17 age range

Experience of managing a team of teachers

Excellent time management and organisational skills

Excellent verbal and written communication skills, with strong interpersonal skills

Ability to prioritise and delegate effectively

Assertive and non-confrontational

Ability to work under pressure and to deadlines

Ability to enthuse others and lead in CPD

Ability to work collaboratively with all staff Cultural awareness and ability to communicate with individuals from different backgrounds

Innovative

Positive can-do attitude to work

Highly motivated, cheerful, approachable and dynamic

Excellent IT skills, including Microsoft Word, Excel, and the ability to learn to use new systems quickly
Excellent understanding of customer service
Well presented

Desirable:

Safeguarding training
First Aid qualification
Experience of British Council inspections

Salary and Benefits

£650 per week, which includes holiday pay.
All residential staff receive full board and lodging at the school for the duration of the course.
Ongoing support and professional development in the role.
Use of the college sports facilities, including swimming pool, tennis courts, fully equipped gym.
Funded safeguarding training and first aid plus any other relevant training opportunities as required.

For information on how to apply please contact Paul Greaves, Summer Schools Manager.

Paul@Wimbledon-school.ac.uk additional information can be found on our website:

<https://www.wimbledon-school.ac.uk/juniors/>