



The British International School of Shanghai, Pudong Campus

Job Description – Head of English

Introduction

The British International School of Shanghai, Pudong, is an all-through school of approximately 1,200 students aged from 18 months to 18 years. There are 60 nationalities represented within the student body.

The English Faculty incorporates English, Literacy and English as an Additional Language. This approach ensures that the tracking and development of the learning of English is coordinated for students of all ages, including those for whom English is not their native tongue.

In Years 1 to 6 English is taught as Literacy by the class teacher. Students in Years 7 to 9 are taught by English specialists. At IGCSE classes follow either the English (First Language) or English (Second Language) courses alongside English Literature. At IB the majority of students choose from Language A: Literature and Language A: Language and Literature courses. Some students follow the English B (Second Language) course. IB Film Studies is also offered within the department.

The Head of English works directly with the Head of Literacy and the Head of EAL to ensure a whole school provision for the learning of English. The Head of English is line-managed by a member of the Senior Leadership Team.

Purpose of the Job

The learning of English is essential for academic success in our school. The Head of English oversees the provision for English and Literacy, supporting each teacher to produce the best possible lessons that will inspire and challenge every student.

Responsibilities

In addition to the responsibilities for a teacher, the responsibilities for the Head of English include:

- creating regular opportunities for teachers to share, reflect and improve on classroom practice
- leading Faculty and Department meetings, ensuring a focus on improving student outcomes
- overseeing the development of a progressive and challenging curriculum
- ensuring assessment and feedback strategies are of the highest standards and have a direct impact on improving the quality of teaching and learning
- as a member of the team of Curriculum Leaders, playing a major role in ensuring the development of teaching and learning policies and practices across the school

- supporting teachers in the timely and effective reporting of information to parents
- developing English to be an example of excellence to others within and beyond the school
- ensuring all staff follow the expectations of the school and maintain the highest professional standards at all times

All members of staff contribute to the school's extra-curricular programme and are expected to play a full part in the life of the school.

Person Specification

The Head of English will be:

- an outstanding teacher
- a trusted colleague
- student focussed
- a highly effective communicator
- adaptable and flexible to changes of circumstance
- a hard worker
- enthusiastic and compassionate

The successful candidate will possess exceptional leadership skills, able to develop and inspire staff who are already performing at a high level.

Experience of post-16 English is essential. IB experience would be an advantage.

Benefits

The British International School of Shanghai, Pudong and Nord Anglia Education will offer you an outstanding opportunity to lead in an international school of the highest standard. You will make a difference to the personal development of hundreds of young people and to the staff who work in the school.

The financial remuneration is comparable to that of the UK and there are additional benefits including housing and health insurance. You will receive professional support and development which will challenge you each day and prepare you for further career accomplishments.

China is an exciting country with an increasing influence on our world. You will live in Shanghai, a cosmopolitan world city, one which continues to develop each year within a healthy and growing economy. There are wonderful opportunities to visit and experience different parts of China and other East Asian countries.