



**BRITISH VIETNAMESE  
INTERNATIONAL  
SCHOOL**  
HO CHI MINH CITY  
A NORD ANGLIA EDUCATION SCHOOL



*Be Ambitious*



Further Details for

*Teaching  
Posts*

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Dear Applicant

May I firstly thank you for your interest in British Vietnamese International School in Vietnam. As a prospective teacher for our school, we would like you to gain a flavour of our organisation, what makes us unique and what it is like to be part of our school.

Nord Anglia Education is the world's leading premium schools organisation. We are a fast-paced and growing family of 47 international schools in China, Europe, the Middle East, South East Asia and The Americas, providing outstanding education to approximately 45,000 students from preschool through to the end of secondary education. Our school is united by one philosophy—we are ambitious for our students, our people and family of school. This means that we want every student to achieve more than may have ever thought possible, which we ensure through personalised learning enhanced with unique global opportunities.

We are proud to offer a unique and high quality international education that builds strong bilingual proficiency and deeply values the cultural heritage of Vietnam. Accordingly our school has a strong reputation in our respective region. The education is delivered through a British-style curriculum leading to IGCSE and International A Level qualifications. Fully integrated into our mission is the deliberate nurturing and safeguarding of Vietnamese language, culture and heritage.

Our school is a full member of the Federation of British Schools in Asia and is fully accredited by the Council of International Schools. BVIS has been shortlisted in the category of community initiative for the TES independent school of the year award 2018.

We believe that our school offers first class facilities resourced to the highest level and staffed with dedicated, skilled and committed teachers, ensuring the education on offer is amongst the very best available anywhere in the world. Our teaching teams are well qualified, strong, innovative, and have a huge passion for teaching in a dual language environment. Our teachers and support staff are constantly seeking to enhance the experience for our children both in and outside the classroom. Often this is done using the most modern technology, but our classrooms remain ordered and disciplined and we place great value on trusting relationships between students and their teachers. The students themselves are highly motivated, intelligent, respectful and very hardworking.

We consider our teachers to be our school's most valuable and important resource. It is important for the continued improvement of the school that we recruit and retain good teachers who, in return, enjoy their experience with us and benefit professionally from their time here. We strive to ensure that relationships are based on mutual respect, trust and understanding and that colleagues feel their contributions within the school is valued, their needs are recognised and that their participation makes a difference to them personally and to the organisation as a whole. To achieve this desired outcome, the school has well-planned induction programmes, varied and interesting continuous professional learning opportunities and supportive systems for performance management.

Underpinning all that we do as a school is the belief that all children can be successful at school and they should be encouraged to make the most of their talents. We are ambitious for their success. This can be achieved in a variety of ways. Academic success is valued highly, but it is also our belief that the all-round development of each child is just as important. Through an extensive extra-curricular programme, our school provides a wide range of opportunities for each child to succeed. Achievement and effort is then recognised, praised and celebrated. This makes the children feel good about themselves and in general develop a more positive and confident attitude. We want our students to feel proud of themselves and of their school.

We expect a lot from our children as we encourage them to mature into adaptable, responsible and accomplished individuals. The students are confidently and independently prepared for life as global citizens whilst retaining a Vietnamese perspective. The traditional virtues of good manners, politeness and tolerance, for us translated into multi-cultural contexts, still count for so much in life and these values are consistently reinforced for our students.

We also want our students to recognise and respond to the responsibilities we all have to people less fortunate than ourselves. Our school has developed strong links with local charities and have adopted a planned approach to both fund-raising and service as we find new ways for our students to donate the precious commodity of time to deserving causes. We encourage you to apply to the school for a suitable teaching position. If you are successful, I am sure you will find the post professionally stimulating and very rewarding. Your time in Vietnam also promises to be personally enriching. I wish you the best of luck!

**Paul Holyome**  
Principal, BVIS Ho Chi Minh City

### NORD ANGLIA EDUCATION

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Each Nord Anglia Education school is unique in character and designed to meet the needs of its community. We believe that being part of our family of 47 schools gives them a special advantage. Working together, we can achieve more than we can individually. Our school has a wide range of resources and support to enhance our students' success. We also create unique opportunities to benefit our students and people such as the Global Campus, Nord Anglia University, and our collaborations with The Juilliard School, Massachusetts Institute of Technology (MIT) and King's College London.

### INTERNATIONAL BILINGUAL SCHOOLS: A New Educational Model for Vietnam

Now part of Nord Anglia Education group BVIS has developed a new concept in education for Vietnam. International schools often hear Vietnamese parents express concerns about their children losing touch with what it means to be Vietnamese, because they are in an international environment all day.

As a response to this the BVIS School has created a new educational

model, which is producing a high quality bilingual international education, but fully integrated within the curriculum is the deliberate nurturing and safeguarding of Vietnamese language, culture and heritage. This new school is called British Vietnamese International School, BVIS and was the first in Vietnam to offer this unique curriculum model.

**BVIS, Ho Chi Minh City** - opened in the Binh Chanh District in August 2011. For further information about this school please visit [www.bvisvietnam.com](http://www.bvisvietnam.com)

On graduation from BVIS, students achieve true bilingual proficiency in Vietnamese and English and are educated to an international standard allowing students admission to leading universities around the world. At the same time, they have maintained a deep rooted and authentic understanding of what it means to be Vietnamese. We believe that this is an educational mix that will position BVIS graduating students as the future leaders for the country in whatever field they decide to enter. Truly, Global citizens with a world vision, from a Vietnamese perspective.

The learning programmes for **Primary children** are a unique blend of the National Curriculum for England and the Vietnamese National Curriculum. In order to support the acquisition of both languages, Maths, Social Studies (Geography and History) and Vietnamese language are taught in Vietnamese, whilst all other subjects are taught in English. Shared planning and cross-language topics also accelerate vocabulary acquisition in both English and Vietnamese.

The learning programmes for **Secondary children** are largely taught in English, so that the students are fully prepared for IGCSE and International A Level examinations.





### FACILITIES

The BVIS School has been designed fully in line with international standards. We have excellent purpose-built facilities which include the following:

- spacious, modern, air-conditioned classrooms with wireless connectivity and interactive white boards
- combination of ICT suites and student laptops depending on age
- a large library
- auditorium and theatre
- large sixth form centre
- Juilliard music suites including individual practice rooms and recording studios
- Black box drama studio
- science laboratories
- dance and drama studios
- art and design suite
- an indoor 25m swimming pool
- large sports halls
- the Early Years Centre with separate, but adjacent, facilities including mini pools, sand pits, dedicated playgrounds, climbing apparatus and indoor soft-play areas.

### STAFFING

There is a blend of expat and local teachers all hand-picked to deliver our unique programmes of instruction. In order to ensure the same high quality teaching is available in both languages, the school has been training Vietnamese teachers for the past five years.

**We are now recruiting fully qualified and experienced teachers to work in our school.**



### TEACHING

For Primary Teachers - All classes are paired so that each class has both a Native English-speaking Teacher and a Vietnamese Teacher. This means that each teacher has responsibility for two classes for half the normal contact time. There are two important consequences to this. Firstly, some aspects of the Primary curriculum that are taught in Vietnamese (eg Maths) are not a part of the western teaching. Secondly, more joint planning is needed and this will take place after school.

For Secondary Teachers – The vast majority of the teaching is in English and subject specialists teach KS3, IGCSE and International A Level courses in an identical way to other international schools.

The western teacher who would most likely enjoy and indeed prosper in this new setting would:

- Have an affinity for teaching non-native speakers of English
- Be able to engage and inspire new learners of English
- Enjoy the challenge of working in a relatively new school
- Be open to , and willing to share, ideas, and is committed to continued professional learning communities
- Relish the prospect of collegial planning and teaching with a Vietnamese colleague
- Be creative in the design and delivery of a new curriculum
- Be ready to join a learning school at the beginning of its learning curve
- Be energetic and prepared to go that extra mile in shaping a new school's future
- Be open to the ideas of learning the Vietnamese language

### STUDENTS

Due to the dual language nature of the school the vast majority of students are Vietnamese, children with one Vietnamese parent or Viet Kieu (families who left Vietnam around the time of the war and have since returned).

### WHAT MAKES BVIS SPECIAL?

- Part of Nord Anglia Education group of premium schools
- World class collaborations around the world
- Students fluent in English and Vietnamese
- Adoption of the internationally respected, world class British education system taught partly in Vietnamese
- Additional curriculum focus on Vietnamese language, literature, History and Geography
- High academic standards
- High standards of behaviour
- The all-round development of each child as a Vietnamese and global citizen
- Children feel proud of themselves, the school and being Vietnamese
- Individual successes recognised, rewarded and celebrated
- Students develop as life-long learners
- University of Cambridge International GCSE and International A Level courses
- Outstanding campus and facilities
- A wide range of extra-curricular activities
- All teachers trained to UK standards and excellent access to CPD opportunities
- Quality guaranteed through the support and experience of the Nord Anglia Education network of schools



### EXPERIENCE and QUALIFICATIONS SOUGHT

#### Essential

- A university degree and a teaching qualification
- A minimum of 3 years teaching experience in an English National Curriculum school
- A proven record of successful leadership if applying for a leadership position

#### Desirable

- Previous international experience
- Experience of the International Primary Curriculum (IPC) for Primary posts
- Experience of IGCSE/GCSE and A Level teaching for Secondary posts
- Competence and confidence with ICT in the classroom

### PROFESSIONAL QUALITIES SOUGHT

- Positive attitude
- Flexible approach
- Accepting of responsibility
- School comes first
- Appearance – look good and be good (Dress Code and Staff Code of Conduct)
- Deep pride in the quality of their work
- Committed to the students
- Positive role models

### PERSONAL QUALITIES SOUGHT

- Fluent English speaker
- A positive and professional approach to school life
- Personal confidence and determination
- A willingness to go the “extra mile”
- Strong interpersonal skills
- Good communication skills both orally and in writing
- Reliability and integrity
- Sense of humour
- Creativity and vision
- Able to work under pressure and meet deadlines
- Able to manage own time and workload
- Highly organised and able to prioritise
- Good ICT skills
- Awareness and sensitivity to Asian culture

### WHAT CAN YOU EXPECT FROM OUR SCHOOL?

- To be treated fairly and with respect
- A safe, attractive and friendly working environment
- Purpose built school with first class facilities
- A generous level of resources and materials
- Fantastic children
- To work hard – we have high expectation of our teachers
- Opportunities for continued professional development
- Collegial support
- A good standard of living within Vietnam



### WHAT MAKES OUR LESSONS SPECIAL?

- Dedicated, skilled and committed teachers
- All teachers are fully qualified and British curriculum experienced
- Hardworking and fantastic support staff
- First class facilities and resources
- Availability of modern technology
- Innovative learning ideas including brain-based learning
- Stimulating learning environments
- Each child is developed as an independent learner
- Ordered and disciplined classrooms
- Trusting and caring relationships
- High levels of enjoyment
- Homework set on a regular basis
- English speaking Teaching Assistants in all Primary classes

### INTERNATIONAL TEACHING

If you haven't taught overseas before you might like to consider whether you are the sort of person who is able to easily adapt to teaching in another country by considering how you would respond to the following general advice:

- Learn as much as possible about the host country in advance so that have realistic expectations
- Anticipate a challenging adjustment period of at least three months before making a decision about the move and whether you like it or not
- Do not expect to be able to replicate your current lifestyle. Look for what is there, not for what isn't
- Always try to understand the host country perspective. It will be different!
- Develop a tolerance for ambiguity and frustration by being

flexible and open towards the new culture

- Do not expect of the new culture the same sense of urgency or availability of conveniences
- In all things be flexible
- Look for ways to strengthen and maintain your enthusiasm
- Maintain a sense of humour, but most importantly be ready to laugh at yourself

### SALARY AND BENEFITS

We offer a professional working environment and an attractive remuneration and benefits package that includes a tax free salary, housing allowance, free education for dependents, medical insurance, annual return flights and health club membership, a settling in allowance and an end of service severance payment (gratuity). Exact details will be presented at interview.

### THE APPLICATION PROCESS

If you are interested in any of our vacancies and you feel you can inspire our students please apply for this vacancy using our recruitment portal operated here at [Job Train](#). You will need to upload a letter of application and an up-to-date CV, which must include a recent professional photograph and the contact details of two educational referees.

Closing date for applications is Tuesday 9 January 2018 although we reserve the right to pursue good applications as soon as we are ready.

We will be conducting interviews locally in HCMC, and in the UK towards the end of January and Skype interviews when appropriate.

Further information can be obtained from our website at [www.bvisvietnam.com](http://www.bvisvietnam.com) or from the Job Train recruitment portal.







### HO CHI MINH CITY SUMMARY OF SALARY AND BENEFITS 2018-2019

Basic salaries within South and East Asia rarely match those of schools in the UK or indeed some other parts of the world. However, the cost of living within Vietnam is so inexpensive that our teachers usually declare that they have a higher standard of living on the lower salary and are still able to save and travel around the region during school holidays.

However, we do not advise that teachers try to maintain a mortgage in the UK using a foreign currency based salary. Exchange rate fluctuations could put people in a financially difficult situation. The advice we always give to teachers leaving the UK for the first time is to lease your house so that some if not all of the mortgage payments are covered independently of salary.

The school currently has a salary scale that is reviewed annually. New teachers are placed on the salary scale according to previous relevant experience. Salaries are quoted and paid in Vietnamese Dong. The quoted salaries are net of personal income tax – the school pays this for you.

The salary scale is reviewed annually to take account of inflation and to keep the school competitive. It will be presented at interview where it will be put into the context of life in Vietnam and the other benefits we provide for teachers.

The current benefits available for overseas teachers include:

- Furnished accommodation – school rent good quality, spacious and conveniently located apartments on behalf of its teachers or provides (at its own discretion) a housing allowance
- Two children educated free of charge per teacher
- Health insurance for teacher, spouse and all dependent children
- Annual return air tickets for the teacher, spouse and all dependent children
- A settling in allowance
- A severance payment at the end of the final contract with the school, based on the number of years of employment
- Health Club membership for the teacher only
- Transport between school and school-sourced accommodation (non-contractual benefit)
- A contract renewal incentive bonus scheme



# Nord Anglia Education South East Asia Region

