



Vacancy Announcement

Position/ title:	ILG Lower-Secondary Math and Science Teacher
Supervisor:	ILG School Executive Director
Type of appointment:	Fix-term renewable
Start Date:	February 2019
Salary Range:	€ 1,107 - € 1,202 Gross

SCHOOL OVERVIEW

The International Learning Group School (ILG School) is a non-profit international school, serving the needs of both the international and local community in Kosovo. ILG School's mission is to provide quality education in an English speaking, stimulating, caring and playful learning environment while ensuring a well-balanced mix of academic and social programs. ILG School offers a platform where parents and teachers work in partnership to empower children through Grade 7 with the life skills and a mindset that allows them to fulfill their potential and prepare for future learning processes worldwide.

ILG School is an internationally accredited institution that offers innovative, outstanding education to children of all backgrounds invests in staff, and acts as an inspiring example for other educational institutions.

As an expanding educational institution, we offer a unique opportunity to qualified teachers to be an integral part of establishing the school for the future. Grade 8 will open in September 2019 and Grade 9 is expected to open in 2020.

JOB DESCRIPTION

The role of the Lower-Secondary Math and Science Teacher is essentially to build and maintain a successful syllabus within the school curriculum by providing an educational atmosphere conducive to learning and developing through the process of inquiry.

ROLES AND RESPONSIBILITIES

General Duties

- Design, prepare and deliver high-quality lessons to suit the individual needs of all students in line with a constructivist approach;
- Inspire mixed culture and ability classes, by creating challenging and engaging learning opportunities for all students;
- Assess, monitor, and record student progress and develop personal targets with individual students so that all learners can see success and improve;
- Collaborate with other teachers to share new ideas, approaches and professional knowledge;
- Communicate accurately and regularly with parents;
- Liaise with the school management to ensure effective delivery of the curriculum to specified classes, including selecting resources and managing them efficiently in the classroom;
- Contribute to the extra-curricular activities programme and participate in school activities such as assemblies, evening events, conferences;
- Maintain constant awareness of the needs of any children to whom English is not their first language;
- To participate in the design, development, implementation, and review of assessment and reporting systems;
- To promote the health and safety of assigned classes through culturally responsive classroom management;
- To participate in professional development and contribute to regular staff training/meetings;
- To encourage the team spirit in the lower-secondary school and develop links with colleagues across ILG School;
- To contribute to community service and global citizenship goals;
- To enhance the professional standing of the teaching body;
- To participate in the current development of the ILG School curriculum;
- Develop and implement the Individual Educational Program (IEP) of students with individual needs and participate in IEP and Individual Transition Plan (ITP) meetings in coordination with the Director and other learning support teachers;
- Develop a classroom community in which students are engaged as responsible and respectful independent learners;

Competencies

It is expected that the Lower-Secondary Math and Science Teacher will demonstrate the following competencies:

- Professionalism, commitment, integrity, strength of character, and perseverance;
- Deep knowledge of their own subjects
- Inter-cultural awareness with well-developed interpersonal skills;
- Inspiring trust and confidence in students, colleagues, and parents;
- Outgoing and enthusiastic;
- Show a strong work ethic;
- Articulate communicator;
- Commitment to ensuring high standards of teaching;

- Ability to contribute to a close school community and work as a part of a dynamic and hardworking team;
- Flexible and open to new ideas;
- Stimulating the students to learn to love to learn;
- Gearing your work towards students, colleagues, and parents and/or guardians with many different social, emotional and educational needs who come from different cultural backgrounds and countries.
- Committed to the School's Mission to provide community-based international learning;

Minimum Qualifications

Professional specific qualification is required based on the Administrative Instruction of MEST Nr. 06/2015 for Normative Over Professional Staff of the General Education.

- A Bachelor's degree, in a relevant subject area in the Faculty of Education; A Master's degree preferably in teaching for secondary education in the relevant subject;
- At least two years of relevant teaching experience;
- Fluency in English. Non-native English language speakers should have a British Council IELTS score of 7 or equivalent score from an internationally recognized institution.

Preferred Qualifications

- International teaching experience;
- Experience implementing the IB Middle Years Programme (MYP);
- Teaching certificate from a recognized university.
- Several years of teaching experience in English;
- Additional skills that can be used for afterschool activities would be an advantage;

ILG School offers a highly competitive salary and benefits, great colleagues, positive working environment and continued professional development.

Interested applicants are asked to send a CV (resume) and cover letter that includes an outline of their educational philosophy, and long-term professional ambitions, to the ILG Administration Office at jobs@ilg-ks.org . The vacancy will remain open until filled.

ILG School reserves the right to modify and or cancel the vacancy notice at any time of the recruitment process.