

EDWARDS LANGUAGE SCHOOL
Person specification

Role: Senior Teacher

Job aim

To provide high quality English language tuition and training to individual students and groups to help those customers reach their learning goals. Plan, prepare and deliver high quality English language teaching that meets the needs of different individuals and takes account of individual learning styles.

As a Senior Teacher, to provide guidance as requested, or where the need is perceived, to other teachers in areas such as lesson planning, use of teachers' resources and staff development and training, new teacher inductions and to help the Ados / Dos resolve problems such as last-minute teacher absences.

Threshold requirements

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| <ul style="list-style-type: none"> • Passport requirements • Language requirement • Qualifications • Enhanced DBS required • Notes / other | <ul style="list-style-type: none"> UK citizen Native level fluency 1st degree, recognised TEFL / TESOL qualification, DELTA or equivalent yes TEFL qualification to be checked Online level 1 Safeguarding training completed? |
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Knowledge & experience

Minimum / essential

Two years' teaching

Desirable

Experience of teaching young learners (under 16s)
 Experience of teaching short courses and full terms
 Awareness of communicative approach
 Awareness of issues with monolingual groups (stopping L1 in classroom) and how to approach
 Awareness of potential safeguarding issues with younger learners (under 18s) and what to do
 Experience of mentoring new teachers.
 Experience of teaching exam classes and business English

Essential skills and behaviours

Personal Qualities

- Enthusiasm
- Professional appearance
- Punctuality
- Flexibility (levels, ages, availability, willingness to cover when needed)

Teaching

- Evidence of planning
- Awareness of learner training
- Choice of appropriate materials
- Presentation of lessons
- Recognition of individual needs
- Effective use of teaching aids
- Knowledge of subject matter
- Rapport with students, e.g. evidence of positive reinforcement

Professional responsibility

- Good relationships with colleagues; team-working
- Adherence to school policies
- Record keeping and recording; meeting deadlines
- Co-operation with administration
- Professional growth and self-development