

## English Teacher (Full-time)

Working Place: Okinawa International School - Secondary School, Nanjo Campus

Working Hours: 8:00 a.m. to 5:30 p.m., Monday to Friday. Saturday (in case of annual school events)

Curriculum: IB Middle Years Programme (MYPP) (G6–G10)

IB Diploma Programme (DP) (G11–G12)

International Liberal Arts (ILA) a school original curriculum (G10-G12)

Grade/s: Grades 6 –12 (Depending on the English teaching assignments that will be given)

Term of employment: April 2022 ~

### <Application Requirements>

- ① Support the educational philosophy of the school.
- ② A valid and relevant teaching license. (Secondary School)
- ③ Minimum 3 years classroom teaching experience. (IB experience preferred)
- ④ Master`s degree. (preferred)
- ⑤ Advanced proficiency in English.

### <Duties and Responsibilities>

- Teach IB MYP, DP or ILA English Language and Literature to students in the Secondary School.
- Teach IB MYP English Language Acquisition and DP English B to students in the Secondary School.
- Design, prepare and deliver lessons in line with the IB MYP/DP and ILA framework.
- Support in test preparation for TOEFL, IELTS and SAT. (if necessary)
- Teach after school English support class. (If necessary)
- Teach Summer School English class. (If necessary)
- Administration of proficiency tests (WIDA Screener, Model) to inform support program placement and exit decisions.
- Support students academic, social, and emotional wellbeing.
- Perform class advisory duties and other general duties (Japanese Komubunsho) as requested.
- Use Computer Literacy. (ManageBac, Google Workspace, Microsoft Office and Zoom)