

Teacher of English (One year contract)

Harrow International School Hong Kong is the first international boarding and day school in Hong Kong. It is the third school in the Harrow family of schools in the Asia region and provides a British education from Early Years to Year 13 in custom-built facilities in a stunning location in Hong Kong. The School combines elements of educational philosophy, practice and traditions from Harrow School in London with the international mindedness of a diverse pupil body in Hong Kong. Having opened in September 2012, the School roll is currently around 1600 and the school achieves the best results in Hong Kong at A-level and GCSE. We were delighted to have featured as one of the top Schools in the World, top 10 Schools in Asia and one of the leading schools in Hong Kong according to the Spear's Index and CARFAX Index since 2020. Harrow Hong Kong is, however, about much more than academic results and our pupils excel in music, drama, sport and art as well as service and charity work. Our pupils go on to some of the most prestigious universities across the world including Oxford, Cambridge, Imperial College London, Durham University, University of Exeter, The University of Edinburgh, Harvard, Stanford, Yale, Princeton University, UPenn, UC Berkeley, The University of Hong Kong and Tsinghua University.

Job Title:	Teacher of English
Job Purpose:	To empower and inspire our pupils to achieve their very best in the subject English.
Start Date:	August 2024
Tenure:	One year contract
Reporting Line:	Head of English

Job Description

Education is ever-changing and all staff are expected to participate constructively in school activities and to adopt a flexible approach to their work. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The post holder will be expected to comply with any reasonable request from the line manager to undertake work of a similar level that is not specified in this job description. This job description will be reviewed regularly and may be varied in light of the business needs of the school.

Specific aims and key responsibilities are:

- **Responsibility for high standards of teaching and learning within the classroom, including:**
 - High expectations of pupils in every aspect of their work
 - A commitment to academic excellence and the development and implementation of schemes of work to ensure that each pupil develops at an appropriate pace through differentiated planning and teaching
 - Achieving excellent public examination results
 - Establishing effective methods of assessment of pupils' work and using them to enhance learning
 - Using rewards and sanctions effectively
 - Providing high quality written and verbal reports to parents
 - Keeping up-to-date with subject developments outside the school
 - Fostering a spirit of academic enquiry among pupils

- **A contribution to the development of the English Department, including:**
 - Being actively involved in the development and creation of Schemes of Work, contributing to departmental teaching and learning tips by sharing ideas of best practice
 - Being actively involved in the teaching observation programme, providing and receiving constructive feedback as appropriate
 - Making a positive contribution to the English Department Super Curriculum and Co-Curricular programmes
 - Undertaking administrative tasks that are designated by the Head of English, thereby contributing to a sense of teamwork and aiding professional development
 - Helping, as appropriate, to advise pupils with options choices relevant to the subject and with university applications and supporting them in preparing for their applications
- **An effective contribution to pastoral care in the School, including:**
 - Being a Tutor in one of the Prep School or Senior School boarding or day Houses to a group of boys or girls (day pupils and boarders) as designated by the Principal Deputy Head (Pastoral and Wellbeing)
 - If a Tutor in a boarding House, undertaking supervision duties in that boarding House during one evening per week
 - Implementing safeguarding procedures at the School
- **All teachers are expected to:**
 - Actively seek opportunities to develop professionally including subject-specific knowledge, teaching and learning theory and research, and career-related goals
 - Participate fully in the annual Professional Performance Review and seek CPD opportunities and Harrow Academy Programme
 - Participate in School-wide CPD initiatives and be prepared to share expertise in CPD programmes
 - Contribute to the Harrow Horizon's programme, by participating in the School's Super Curriculum and Co-Curricular programme in one or more activities
- **Other responsibilities:**
 - Undertaking duties as the Head of School or a delegated representative may reasonably request.

Harrow Hong Kong is fundamentally committed to safeguarding the children in our care and their welfare is our top priority.

All adults in the School community are expected to follow its Child Protection procedures and are required to undertake safeguarding checks.

Harrow Hong Kong reserves the right to recruit at any stage during the selection process.

Person Specification

The successful candidate will be likely to fit the following profile:

Qualifications:

- Good Honours degree
- A postgraduate teaching qualification, including QTS
- Evidence of further relevant professional development

Skills:

- A genuine interest in English and a strong commitment to high standards and a variety of approaches to teaching and learning
- The ability and commitment to be an excellent classroom teacher
- A commitment to the wellbeing and pastoral care of children
- Interests and abilities that can enhance the School's Harrow Horizons programme
- Have a vision for and the ability to translate Harrow Hong Kong's vision to be a leading school in Asia into reality
- The ability to inspire others and lead by example, role modelling the School's vision statement *Educational Excellence for Life and Leadership* in relationships with pupils, teachers and parents
- The ability to work in a successful and dynamic school

Experience:

- A proven track record of delivering on academic performance
- Experience of collaborating with colleagues

Knowledge:

- Up-to-date knowledge of successful and innovative teaching and the latest curriculum developments and initiatives

Personal Qualities:

- High levels of personal and professional integrity
- Ability to exercise discretion and confidentiality
- Personal warmth to gain the confidence of pupils, staff and parents
- Positive rapport with pupils
- High standards of personal presence and presentation and attention to detail
- Ability to communicate concisely and sensitively, both orally and in writing, to a variety of audiences

Attitudes:

- A team player with a reflective and flexible approach
- Organised, energetic, positive and able to self-direct
- Positive, enthusiastic and energetic approach to life
- Ability to think creatively and imaginatively
- Committed to Harrow Hong Kong's ethos
- High expectations for pupil attainment, personal development and conduct
- Ambitious and aspirational for oneself and for the school
- Committed to professional development and with a willingness to undertake appropriate training as required
- A positive 'can do' approach in all aspects of the role
- A willingness to be fully committed to the life of a busy boarding school
- High levels of personal presentation, integrity and communication skills