

English Language Teacher (Secondary School)

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Company: Galaxy International School Uganda

Location: Kampala

Category: other-general

Contract Length: 1 year Number of Vacancies: 2 Student Level:

Middle School, High School

Eligible Candidates:

University Graduate, Licensed Teacher, ESL Instructor

School Requirements:

Education Required: Bachelor

Minimum Teaching Experience: 2 years of teaching experience

Major: English language and Literature

Required Certificates: Teaching Credential/License TESL/TEFL Certificate over 100 hours

Work Visa Eligibility: United States (USA), United Kingdom (UK), Canada, South Africa, Ireland, Australia, New Zealand, Netherlands

Additional School Requirements:

Preferably, Cambridge Professional Development Certificate(s)

Experience running a co curricular or an extracurricular activity

ESL teaching background is an added advantage

Job Benefits:

Net Monthly Salary

Health Insurance Package

Housing allowance

Sponsorship for Cambridge Professional Development courses

Contribution to National Social Security fund (refundable at the end of employment in Uganda),

Child education assistance (enrolled in GISU) Free Snack and Lunch at school Flight fee refund of up to USD 1,500,

On job training opportunities

Work permit processed and paid for by the school

Annual salary increment of USD 100 on renewal of contract for next academic year

Payment for all employment taxes (such as PAYE and LST)

Job Description:

Teacher reports to Class Teacher / Head of Department / Coordinator

Duties and Responsibilities

A teacher at Galaxy International School Uganda (GISU) shall be required to fully comprehend and internalize the vision, mission and the guiding statements of GISU and conduct himself/herself in accordance with the cherished principles and practices of the school.

A teacher at GISU shall be required to perform the following professional duties:

Teaching

Planning and preparing course outlines and lessons. Prepare daily lesson plans and use them

Teach according to the educational needs of the students assigned to him/her, including the setting and marking of work to be carried out by the students in school and at home

Assess, record and report on the progress, development and attainment levels of students

Assessments and Reports

Provide or contribute to oral and written assessments, reports and references relating to individual students and groups of students except in situations where doing so might be regarded as compromising a teacher's own position

Set, mark and moderate examinations under the direction of the department head

Prepare end of term reports within the set deadlines

Participate in invigilation of exams, lesson substitution, and school duty and take on the role of a form teacher or other assignments as given by the school administration

Participate in arrangements for preparing students for external examinations and in assessing students for the purpose of such examinations

Record and report students' assessment and participate in arrangements for students' presentation for and supervision of such examinations

Staff Professional Development/Training/Reviews/Meetings

Participate, if required, in any scheme of staff development and performance review

Review from time to time his/her methods of teaching and programmes of work

Participate in arrangements for his/her further training and professional development as a teacher

Advise and co-operate with the principal and teachers on the preparation and development of courses of study, teaching materials and programmes, methods of teaching and assessment and pastoral arrangement

Participate in meetings at the school which relate to the school curriculum or the administration or organization of the school, including pastoral arrangements

Discipline, Health and Safety

Maintain good order and discipline among students in accordance with the policies of the school and safeguarding their health and safety both when they are on the school premises and in school activities elsewhere

Ensure that all reasonable safety precautions are carried out pertaining to school activities

Check student appearance and lesson attendance

Working Time

A full-time teacher shall be available for work on all school days in any year

Other Duties

Promote the general well-being and progress of individual students assigned to him/her

Provide professional, ethical and pastoral guidance, direction and advice to students on educational and social matters

Provide professional, ethical and pastoral guidance to students on their further education and future careers including information about sources of more expert advice on specific questions

Make records of and reports on the personal and social needs of students except on occasions where doing so might be regarded as compromising a teacher's own position

Communicate and consult with the parents on educational and social matters related to the students

Communicate and co-operate with such persons or bodies outside the school as may be approved by the school authority

Participate in meetings arranged for any of the purposes described above

Adopt a positive approach to all students in the school in respect of capability, behaviour and cultural diversity

Work closely with department heads in setting and updating relevant schemes of work, curriculum materials etc., including useful trips and CAL

Maintain a record of work and marks as agreed with the department head

Organize remedial sessions where necessary to meet targets

Prepare students thoroughly for good examination success, working with colleagues on strategies, targets and revision programmes

Set and mark homework following department policy. Check notebooks and return poor work

Teach a minimum of 24 periods per week

Perform any duty assigned by a senior person

This is a Direct to School Job This is a Direct to School Job About the School:

Welcome to Galaxy International School Uganda!

Galaxy International School Uganda (GISU) provides international education to students between 2 and 19 years of age. From Early Years to Year, 13 students are taught using student-centred methods. Emphasis is on the development of the whole person. Students in Years 10 and 11 are prepared for the International General Certificate of Secondary Education (IGCSE) examinations and those in Years 12 and 13 are prepared for Cambridge AS/A Level examinations.

These examinations administered by Cambridge International Examinations (CIE) are recognized worldwide. The school is privately owned by a Board of Governors and the day-to-day running of the school is managed by the Principal. The school is staffed with qualified and experienced staff from the UK, USA, Canada, Australia, Europe, and East Africa.

Galaxy International School Uganda is accredited by the Council of International Schools (CIS) and is a Full Member School of the Association of International Schools in Africa (AISA).

Vision

“To be the best international school that empowers all students to be creative, self-reliant, respectful and moral individuals for a better world.

Mission

“To offer a contemporary and hollistic education in a safe environment.”

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Uganda, commonly referred to as the “Pearl of Africa” is not only a true cultural melting pot in Africa. It also offers fantastic career opportunities for both licensed and ESL teachers at the country’s many international, language and public schools.

Capital: Kampala Language: English, Swahili Population: 41.5 million Currency: Ugandan shilling Major Religion(s): Indigenous religions, Islam and Christianity Climate: Tropical and rainy with two dry seasons (December - February and June - August), semiarid in the northeast This is a Direct to School Job This is a Direct to School Job

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