



JOB DESCRIPTION

ENGLISH LANGUAGE TEACHER – INTERNATIONAL SECTION

Second subject - History or Drama

POSITION DETAILS

SCHOOL:	Lagoa	DEPARTMENT:	International Section
REPORTS TO:	Head of Secondary	REPORTS/ TEAM:	N/A

JOB PURPOSE

The English Language Teacher is part of the International Section Team and has the responsibility for teaching Key Stage 3 & 4. The English Language Teacher has the responsibility of preparing the students for the next step in their academic path and for the exams, providing them the full support and knowledge, and guarantee that they have all conditions to be successful in these exams. He/she is responsible for teaching the English Language program assuring that the students are interested and have an excellent performance in the subject.

KEY PERFORMANCE AREAS

TEACHING	<ul style="list-style-type: none">• Teach Key Stage 3/4;<ul style="list-style-type: none">○ Planning assessments according to the lessons and program;○ Manage student behaviour;• Prepare the students for the next phase of their academic development;• Prepare students to IGCSE English Language/ History or Drama;• Represent the Company in curricular and extra-curricular activities.
ADMINISTRATIVE	<ul style="list-style-type: none">• Plan the classes and exercises with particular attention to the complexity of subjects and audience;• Attends staff and parents meetings and elaborates detailed reports of the students;• Complete reports of achievement.

- Other activities that could fit in the area of Teaching

JOB REQUIREMENTS

MANDATORY	<ul style="list-style-type: none">• Bachelor of Arts in English;• Second subject - History or Drama;• Native English
PREFERENTIAL	<ul style="list-style-type: none">• British Qualification• Minimum 2 years of teaching experience;• Experience in International Schools;
COMPETENCES	
TECHNICAL	<ul style="list-style-type: none">• Academic and pedagogic methods and techniques;• Knowledge of IT tools: Excel, Word, PowerPoint.
GENERIC	<ul style="list-style-type: none">• Strong relationship building skills, communication skills and flexibility;• Time Management;• Conflict management;

If you are interested in this position please send your CV to daniel.vasconcelos@nobelalgarve.com or use our website following the link <http://nobelalgarve.com/about/careers/>