



Dulwich College Shanghai Puxi believes that each employee makes a significant contribution to our success, and that contributions should not be limited by the assigned responsibilities. Therefore, this job description is designed to outline primary responsibilities but not limit the employee nor Dulwich College Shanghai Puxi to only the work identified. It is the expectation of the school that each employee will offer his/her services wherever and whenever necessary to ensure the success of our organisation.

Reference Number	
Department	Primary School (Early Years)
Job Title	Early Years Teacher
Current level of Classification	
Reporting to	Head of Primary School
Key Relationships	Early Years Leadership Team; AHT of Primary; AEN-Co; EAL-Co
Duties and Responsibilities	<p>An Early Years Teacher at Dulwich College Shanghai Puxi is an exciting role, with shared responsibility for supporting an inspirational Early Years programme, based on proven evidence of how young children learn, and exhibiting high standards Early Years Practice. This person will be responsible for supporting young children’s development and wellbeing, and engaging positively and proactively in initiatives that support children’s outcomes. They will be an ambassador for excellence in the early years, and will be directly involved with the professional learning of classroom assistant teachers through effective performance development. They will play a key role in the future direction of the Early Years department.</p> <p>As a pioneer of learning in the Early Years, you will reflect constantly on your own practice to ensure a high quality experience for all children, within an enabling environment. You will strive to provide for the unique child, understanding their context, and forming positive relationships with them and their families. You will be a model of excellence, and support colleagues generously to perform to the best of their ability. You will uphold the school values, and put pupils’ wellbeing at the heart of everything we do. You will be responsible for promoting high expectations of an inclusive setting, with equality of opportunity for all, and where each child is valued and feels safe and cared for.</p> <p>You may be required to carry out duties not specified as and when requested by the Primary or College Leadership Teams.</p> <p>Specific responsibilities include:</p> <ol style="list-style-type: none"> 1. Knowing Students and How they Learn Dulwich early years teachers are expected to have insightful and detailed knowledge of the developmental characteristics and learning needs of the children they teach. They also need to have expertise in meeting the wide range of individual learning and pastoral needs of international school children who come from diverse cultural, linguistic and educational backgrounds. 2. Plan for and implement effective learning and teaching Dulwich early years teachers are expected to have current knowledge of early years pedagogy in the age range they teach. They set high expectations, and challenging developmental learning goals for their children, using a variety of effective learning and teaching strategies, resources and digital technology to support their children in achieving these goals. They encourage their children to be independent, imaginative, creative and critical thinkers who are able to work well with others and form meaningful relationships. 3. Assess, provide feedback and report on children’s learning and development Dulwich early years teachers are knowledgeable and effective users of assessment for supporting learning. They use a range of data measures and assessment strategies to



	<p>inform their evaluation of children’s progress which enables them to plan for learning, report accurately and effectively to parents, and to design appropriate intervention and support strategies.</p> <p>4. Develop supportive and safe learning environments Dulwich teachers are committed to safeguarding and to promoting the welfare of children and young people. They ensure a secure, stimulating and well managed learning environment that promotes a sense of safety, support and wellbeing.</p> <p>5. Contribute to the corporate life of the school through the enrichment programme Dulwich teachers value a holistic education for every child, in order to allow them to explore and find their passions. Whether it’s sports, music, languages or even finance, you will have a wealth of opportunities to offer your own additional expertise, and share your own personal passions through our wide enrichment programme</p> <p>6. Demonstrate International-mindedness and Global Citizenship Dulwich teachers have an appreciation of their own culture as well as openness to the perspectives and beliefs of people from different countries, cultures, religions and languages. They recognise the importance of developing our students to be ethical global citizens.</p> <p>7. Engage Professionally in Learning and with the Community Dulwich teachers participate actively in professional learning and work collaboratively with colleagues to improve their practice. They hold themselves accountable to the highest professional standards in their interactions with colleagues, students and parents.</p> <p>In addition to the duties of class teacher:</p> <ul style="list-style-type: none"> • Attend community events and be an ambassador for the college • Contribute to the induction programme for new staff members • Act with integrity and academic honesty with regards to assessment protocols • Be a high performing practitioner • Constantly seek to improve • Promote excellence in everything we do • Act as a role model of excellence and promote high standards of professional practice • Support the leadership and development of the College
<p>Requirement</p>	<p>Qualifications:</p> <ul style="list-style-type: none"> • Graduate qualified teacher • Bachelor’s degree in relevant subject area • Master’s degree or degree in Early Childhood Development an advantage <p>Experience:</p> <ul style="list-style-type: none"> • Minimum 3 years’ experience in the area for which you are applying • Successful experience in working with students in the age group you are teaching • Demonstrated experience in inspiring students in a stimulating, enabling learning environment • Previous experience in an international school • Experience in teaching EAL students preferred • Experience of working in a high performing school • Demonstrated experience in using a variety of assessment and feedback techniques • Demonstrated experience in raising achievement and setting aspirational targets



	<ul style="list-style-type: none"> • Experience in developing quality relationships with families and carers <p>Knowledge and Skills:</p> <ul style="list-style-type: none"> • Developmental ages and stages from birth to 46 months • Excellent early years practice • Knowledge of creating enabling environments based on children’s emerging interests • Understanding of schematic learning • Supporting young children as independent inquirers • Supporting and promoting effective language acquisition • Ability to analyse student data and promote student achievement • Demonstrated experience of the use of educational ICT to promote learning • An understanding of how the learning continuum flows through the College • Excellent knowledge of the content and pedagogy <p>Professional qualities, attributes, values and characteristics:</p> <ul style="list-style-type: none"> • Commitment to supporting all aspects of our programme including extracurricular activities and contribution to school community • Have a clear educational vision for the early years based on evidence and experience • Be absolutely passionate about improving learning and teaching, children, and pedagogy in the early years • A determined advocate for early years practice • Be pupil focused – students are the at the heart of everything we do • Intrinsically motivated and inspired to create a world class learning environment • Action and outcome focused • Excellent communication and interpersonal skills • Show educational entrepreneurship – solve problems and innovate • Professional generosity to develop others • Manage time effectively and prioritise in a busy organisation • Rise to challenges and be flexible • Resilience • Culturally respectful • Community minded
<p>Develop supportive and safe learning environments</p>	<p>Dulwich College International is committed to safeguarding and promoting the welfare of all the students in our care and expects all applicants to share this commitment. We follow safe recruitment practices which are aligned to the recommendations of the International Task Force on Child Protection. We hold ourselves to a high standard of effective recruiting practices with specific attention to child protection. All appointments are subject to an interview, identity checks, criminal record checks, and successful references.</p>
<p>Job Description Reviewed</p>	<p>Sept 2019</p>
<p>Approved by (Line Manager)</p>	<p>Signature: _____ Date: _____</p>
<p>Accepted by (Employee)</p>	<p>Signature: _____ Date: _____</p>