

**Human Resources Department
Job Vacancy Announcement**

Job Title: Elementary PYP English Language Homeroom Teacher & Team Leader
Grade Levels: PYP Classes
Reports to: PYP Principal / Curriculum Director
Job Status: Full-time

Job Purpose

To revise, develop, evaluate, lead, and manage the implementation of the English curriculum for Grades the PYP classes in alignment with the PYP framework. The role combines curriculum leadership and classroom teaching, including mentoring team members, supporting professional growth, and delivering high-quality English instruction. It aims to enhance teaching practices and student outcomes while fostering a love of reading, writing, speaking, and listening in young learners.

Role and Responsibilities as team leader:

- Lead the English teaching team in the PYP from Early Years 1 till Grade 5 with a focus on collaboration, planning, and delivery of curriculum.
- Plan, monitor, and analyze the outcomes of the written curriculum, taught curriculum, and assessed curriculum
- Mentor and support teachers with instructional strategies, pedagogy, and classroom practices.
- Conduct regular team meetings, observations, and provide actionable feedback.
- Collaborate with school leadership and curriculum coordinators to align goals and instructional plans.
- Support the development and implementation of the school's language policy, assessment policy, and curriculum documents.
- Coordinate resources, assessment design, and professional development initiatives.
- Work closely with the Inclusion and Diversity Department to support individualized learning.
- Maintain communication with parents and ensure consistent follow-up on student progress.
- Participate in teacher recruitment for English Homeroom positions.

Role and Responsibilities as English Language Homeroom Teacher:

- Facilitate one of the upper elementary PYP classes' English and Unit of Inquiry sessions that promote inquiry, collaboration, and skill development.
- Differentiate instruction to meet the needs of diverse learners in a multilingual context.
- Implement formative and summative assessments to track and support student progress.
- Collaborate with colleagues to plan and reflect on teaching practices within the PYP framework.
- Contribute to the development and review of curriculum documents and learning resources.
- Maintain regular communication with parents regarding student growth and progress.
- Participate in team meetings, professional development, and school-wide initiatives.
- Support student wellbeing and classroom management through positive reinforcement and clear expectations.
- Align teaching with the school's language policy and IB philosophy.

Qualifications

- BA in English Language, Literature, TEFL, or TESOL
- Teaching Diploma or MA in a relevant field
- Strong leadership and organizational skills
- Effective communication and mentoring abilities
- Proficient in instructional planning and assessment within the IB PYP context
- Good computer skills

Requirements

- CV
- Copy of the earned Degree
- Three reference letters

Job Info

- **Working place:** Al-Hayat International School (HIS)- Aramoun – Lebanon
- **Working days:** Weekdays (from Monday to Friday)
- **Other benefits:** Transportation Allowance and Social Security