

ROLE DESCRIPTION



ROLE OVERVIEW			
ROLE TITLE	Teaching Fellow - History and English Language Composition		GRADE
NAME		PREPARED BY	Lenka
ROLE DETAILS	<input checked="" type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Contractor <input type="checkbox"/> Intern		
ROLE LOCATION	Bratislava		
DEPARTMENT	CES	REPORTS TO	Head of Department
ROLE DETAILS			
CHALLENGE TO ADDRESS	<p>To support students' learning in classes they teach and beyond by building effective relationships with them, and by learning, practicing, and developing appropriate learning techniques and role modeling behaviors which support trust, development of 4Cs, 4Es and self-awareness, and enthusiasm amongst students.</p> <p>To be an effective member of the LEAF Academy team.</p>		
Position Purpose	<p>This is a once in lifetime opportunity to help build a world class innovative educational institution. LEAF Academy is looking for a Teaching Fellow of History and English Language Composition.</p> <p>You would join the Central European Studies department and with their support and the support of a mentor teacher teach Year 1 students History and Writing and Rhetoric. All the communication at our school is in English also in informal settings. Students do not have lessons of English as a foreign language, but study academic English with the prospect of using it in higher education and/or business settings.</p> <p>This opportunity is ideal for someone with a background in Social Studies, History and English with little teaching experience but eager to develop teaching and learning skills.</p> <p>We consider ourselves to be a community of learners where the learning happens for all parties concerned. Our lessons are student-centred and focus on developing students' own thinking strategies and quality questioning. We use visible thinking techniques and other innovative teaching approaches that allow adaptation to different students' needs. Learners focus on their individual growth that is recorded in an assessment that stems from competency-based rubrics. Students are encouraged to reflect on their work as well as the work of the teacher and to make connections to real life.</p>		
DUTIES AND RESPONSIBILITIES	<p>Besides of other responsibilities she/he is responsible for:</p> <ul style="list-style-type: none"> - Becoming a professional teacher who is capable of independently performing the duties and responsibilities of a regular LEAF Academy teacher that include: - Teaching a teaching load that is initially reduced and potentially expanding and that may include leading a club or a similar activity. - Creating and distributing educational content (notes, summaries, assignments etc.). - Assessing and recording students' progress and providing constructive feedback. - Providing coaching, mentoring, and supervision to students. - Serving as an advisor to a group of students. 		

	<ul style="list-style-type: none"> - Participating in residential life activities. - On-going curriculum review that include content, materials, and learning and teaching strategies. - Investigating innovative teaching, learning and assessment methods and techniques. - Taking part in continuous professional development, incl. a fellow-specific development (if available). - Carrying out the assigned administrative responsibilities. - Collaborating with other teachers, parents and stakeholders and participating in regular meetings. <p>Other duties as may be assigned by the Head of Department and Principal.</p>
DIRECT REPORTS	None
QUALIFICATIONS	
REQUIRED SKILLS	<ul style="list-style-type: none"> - Extended communication skills - ability to demonstrate equivalent core knowledge and expertise - Sufficient breadth or depth of specialist knowledge in the discipline to develop teaching programs and the provision of learning support. - Knowledge of education and ability to use a range of delivery techniques to enthuse and engage students. - Able to demonstrate independent and self-managing work styles. - Ability to translate knowledge of advances in subject area into teaching and assessment methods and materials. - Experience of knowledge exchange related activities is desirable. - Experience of curriculum development is desirable. - Passion for LEAF Academy's mission and alignment with LEAF values
PREFERRED EXPERIENCE REQUIREMENTS	<ul style="list-style-type: none"> - Working experience with relevant target group (youth and adults) - Having experience from an international educational institution - Experience in innovative educational process and class administration, co designing curriculum in relevant field.
MINIMUM EDUCATION REQUIREMENTS	<ul style="list-style-type: none"> - Bc. In related field from well recognized University
PREFERRED EDUCATION REQUIREMENTS	