



St. Clare's, Oxford
— An International Education —

PART-TIME TEACHER OF ENGLISH LANGUAGE

From late August 2007

Please read in conjunction with “Notes for Applicants” and “Additional Information for Teachers on Pre-university Courses”

The post

The post is based upon teaching English Language (English B and/or A2) on the International Baccalaureate Diploma course and/or English Language on the Preparatory IB course. Classes are composed of non-native speakers of English.

IB English classes have 4 hours per week. Pre-IB English classes have 8 hours per week. There are five or six English Language (English B and/or A2) classes in IB1 and five or six classes in IB2. Typically, we run three Pre-IB English Language classes too.

Some information on subject content can be found at <http://www.stclares.ac.uk/ib/ibsubjects.html>

The person

The person appointed will have an appropriate qualification or experience in English Language (English B and/or A2) teaching e.g. English degree and a PGCE. Previous teaching experience at a comparable level is highly desirable. S/he will be a native speaker or of native speaker quality. Experience of teaching English language to non-native speakers is essential.

We are looking for a lively and enthusiastic teacher, able to promote English Language (English B and/or A2) within the College.

Essential requirements

- degree and PGCE (or equivalent)
- an excellent and innovative classroom practitioner
- willingness to contribute to the life of a busy boarding school
- efficiency and flexibility

Desirable

- experience of teaching IB or equivalent
- experience of working in an international environment
- experience of working with students of different language / educational backgrounds

Terms and conditions

Salaries for full-time teachers are based on the St. Clare's pay scale (in excess of the main professional scale for maintained schools), according to qualifications and experience. For part-time posts, the salary will be based on the number of hours taught. Salary is subject to income tax and National Insurance deductions.

The academic year for IB teaching is 35 weeks from the start of September until mid-June (with appropriate breaks that are largely synchronised with local schools). The successful candidate would be expected to teach throughout these weeks. It is highly desirable if s/he could also attend relevant meetings before and after the academic year as well as on occasional Wednesday afternoons.

Classes are timetabled between 09:00 and 16:15, Monday to Friday. A reasonable effort will be made to accommodate the timing of classes to the availability of the teacher.

Teachers are provided with free lunch in the dining room or café/bar on working days.

Applications

Please apply by detailed letter enclosing

- a full CV to include a full employment history with names, addresses, email addresses and telephone numbers of all previous employers where you have worked with students aged under 18
- details of three referees to include addresses, email addresses and telephone numbers

to Tom Walsh, Vice Principal
St. Clare's, Oxford
139 Banbury Road
Oxford OX2 7AL

Fax: 01865 – 310002

Email: recruitment@stclares.ac.uk

Closing date: 28th May 2007.

Please note that CVs without a suitable accompanying letter and/or details of referees will be discarded

LANGUAGES IN THE INTERNATIONAL BACCALAUREATE DIPLOMA

The IB Diploma programme requires all students to study two languages, normally their mother tongue and a foreign language. Courses are organised in two Groups, and are offered at Higher and Standard levels. French / Spanish B Higher level are approximately equivalent to A level in standard, and French / Spanish B Standard level are similar to or above AS level. Language A programmes e.g. English Language (English B and/or A2) A have no A level equivalent, requiring a much higher level of linguistic competence, and, at Higher level, considerable depth of literary analysis.

The following notes relate to IB programmes offered in French and Spanish at St. Clare's.

Group 1

One course: Language A1, Higher or Standard level. (Standard level only is offered in English Language (English B and/or A2) at St. Clare's)

The mother tongue is studied through literature. The aims of the course are to develop students' powers of expression; to promote knowledge of a variety of literary texts; and to develop a range of critical skills. A significant feature of the syllabus is World Literature: the study of texts from other literary cultures, in translation.

Assessment comprises a written paper, covering commentary and essay skills; research paper(s) which are internally set and externally marked; and oral tests, including a formal oral commentary (internally set and internally marked).

Group 2

Three courses:

- Language A2, Higher or Standard level (offered in English Language (English B and/or A2) at St. Clare's)
- Language B, Higher or Standard level not (offered in English Language (English B and/or A2) at St. Clare's)
- *Ab initio*, Standard level only (offered in Spanish but not French or English Language (English B and/or A2))

Language A2

The Language A2 course is designed for the student who is either very good at the language, or who is bilingual.

Language B

The Language B course is a foreign language-learning programme designed for students with previous experience of learning the language, but who have not reached an advanced level of competence. The syllabus is centred on language acquisition and development, through the study of themes. The aims of the course are to help the students to communicate accurately and effectively; to develop a sound linguistic base for further study, work and leisure; and to provide insights into the culture of the language. Considerable freedom is allowed the teacher in devising teaching materials.

Assessment comprises reading comprehension, and a written paper (all externally set and marked), and a range of oral tasks (internally set and marked).

Ab initio

As the title implies, this course is for students with no significant previous experience of learning the language. The aims of the programme are to give the student a foundation for the further study of the language; to enable them to communicate adequately in practical, everyday contexts; and to introduce the student to the culture of the language. The syllabus consists of topics developed into functions through the study of language in situations.

Assessment consists of a reading comprehension/written paper (externally set and marked); and a range of oral tasks (internally set and marked).

The teaching style of St. Clare's in general aims to combine informality with academic rigour. Small classes are the norm, discussion and a questioning approach are encouraged, and students are expected to acquire self-discipline in the organisation of their work.

June 2005 (TW)

