



SHREWSBURY INTERNATIONAL SCHOOL

BANGKOK • CITY CAMPUS

Shrewsbury International School Bangkok City Campus

Job Opportunity

Position / Job Teacher Assistant (Junior School)

Specification:

Department: Junior School

General: Shrewsbury International School Bangkok City Campus

Key The Teacher Assistant will

Responsibilities:

- Be responsible to the Assistant Principal – Junior.
- Be line managed by the Year Team Leader with day to day direction from the Class Teacher.
- Work closely with the Class Teacher and subject leaders to provide planning and teaching and learning of the highest quality.
- Work closely with the Class Teacher to provide for student's learning, social and personal needs.
- Work with other professionals in meeting the needs of students.
- Attend staff meeting and training and development sessions as required.

Tasks

The Teacher Assistant's role is usually a class based position. The Teacher Assistant will

- Support the school's Philosophy and Objectives.
- Take an active part in all class and year group activities.
- Work with groups and individuals on learning tasks.
- Assist in the assessment of students and in the maintenance of records.
- Prepare materials and equipment for activities.

- Assist in the preparation of displays.
- Assist in the setting up and maintaining of an efficient and well ordered learning environment.
- Take an active role in classroom administration.
- Assist in, 'Home Communication'.
- Participate in training and development activities.
- Undertake duties in accordance with the duty roster.
- Participate in, "You-Time!" Activities.
- Assist students in meeting behaviour and social expectations.
- Provide individual support for students.

Professional
Expectations:

The Teacher Assistant should have the following qualities

- Demonstrate skills in promoting the school's philosophy and policy.
- Have excellent communication and interpersonal skills.
- Have a good understanding of how children learn.
- Have an understanding of teaching and learning strategies.
- Be professional in approach and set good examples.
- Be conscientious, efficient and organized.
- Give high regard to Health and Safety.
- Actively seek to improve their practice and participate in Training and Development.
- Have high regard to creating a high quality learning environment.
- Maintain the confidentiality of information.

Child
Safeguarding:

Shrewsbury International School is committed to Safeguarding and promoting the welfare of children. The successful candidate will be required to

- attend in-house Child Safeguarding programmes
- promote and safeguard the welfare of all students in the school
- report to the Child Protection Officer any concerns they have for the welfare of a student. This may include unsafe practices witnessed within the school as outlined in the school's Speak Out (Whistleblowing) Policy
- keep professional relationships with students where personal boundaries are respected and maintained

- seek advice from a Line Manager or Child Protection Officer with issues or concerns related to Child Safeguarding

Requirements:

- Satisfactory Thai Police Criminal Record check
- Confirmation of identity (Driving License / Passport/National ID card).
- Satisfactory references
- Verification of qualifications and work experience

How to Apply:

Applications will be only be accepted on the official Shrewsbury International School Application Form, which is available on the school website “Job Vacancies” page.

Further Details:

Full details of the school are available on our website at

<http://city.shrewsbury.ac.th>

Any queries should be forwarded to jobs-city@shrewsbury.ac.th.