



Early Years and Primary Years (Phases 1 & 2)
Pedagogy Specialist
(French Speaker)

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Early Years and Primary Years (Phases 1 & 2) Learning and Teaching Pedagogy Specialist (French Speaker)

The Swiss International Scientific School in Dubai (SISD) is a leading international day and boarding school where future generations are inspired to become confident and enthusiastic lifelong learners, ready to embrace the opportunities and challenges of a global world. Founded in 2015, our school currently welcomes more than 1800 students of more than 90 different nationalities on its cutting-edge campus, in the centre of Dubai. From Pre-KG to Grade 12, SISD follows the full continuum International Baccalaureate (IB) programme in three streams focusing on personalized learning and the development of 21st century skills. Students choose between the English with additional languages/STEAM stream or the bilingual English French/German streams. We pride ourselves on being a fully accredited IB Continuum World School, offering the IB Primary Years Programme (PYP), IB Middle Years Programme (MYP), IB Careers Programme (IB CP) and IB Diploma Programme (DP). Our personalised international curriculum offers an engaging learning experience, the challenge of developing a real understanding of cultural diversity and the support of a thriving international community. Our state of the art, eco-friendly campus adjacent to Dubai creek, ensures that we can offer a wide range of sporting and after school activities tailored to the personal needs and preferences of every student.



Job Title	Early Years and Primary Years Pedagogy Specialist (French Speaker)	Department	Phases 1 and 2
Start Date	August 2023	Location	Dubai, UAE
Reports to	Head of Phases 1 and 2	Direct reports	

Job Scope	The Pedagogy Specialist is a key member of the Phase 1 and 2 Leadership Team. As an expert in teaching and learning pedagogy, and a passionate educator, he/she will be responsible for designing, implementing, coordinating, leading, and ensuring effective a pedagogic plan adapted to the IB PYP curriculum for Phases 1 & 2, in close collaboration with the Head of Phase 1 and 2 (Teaching and Learning) and Deputy Head of Phases 1 & 2 and IBPYP Curriculum Coordinator. He/she will support and assist and contribute to the academic strategic planning of Phases 1 & 2 with a special focus on a bilingual approach to teaching and learning as well as excellence in all areas relating to the academic and pastoral care of Phase 1 and 2 students.
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Main Duties and Responsibilities

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This not an exhaustive list of duties/responsibilities.

Pedagogic Plan

In collaboration with the Head of Phases 1 & 2 and Deputy Head of Phases 1 & 2/IBPYP Curriculum Coordinator:

- To design and implement the Phases 1 and 2 pedagogic plans, as agreed with the Principal, in line with the school's mission, vision and development plan
- To ensure the pedagogic plan improves the standards of teaching, learning, attainment, and progress in all areas within Phases 1 & 2 and the aim of being the 'IB school of choice' in Dubai
- To provide the tools for monitoring and improving student progress and attainment in Phases 1 & 2 in line with the pedagogic plan and school improvement goals.
- To identify, design and implement appropriate professional development activities and CPD to support the Phases 1 and 2 school academic staff to adapt to the pedagogic plan
- To work in partnership with the Principal, Phases 1 & 2 Extended Leadership Team, Academic Leadership teams, staff and parents generating the ethos and values which strengthen the school
- To fully support the school's vision of high-quality personalized teaching and learning with bilingualism at the core

Leadership

In collaboration with the Head of Phases 1 & 2 and Deputy Head of Phases 1 & 2/IBPYP Curriculum Coordinator:

- To lead the development and implementation of the pedagogic plan and monitor the progress of the teachers as well as of the students across Phases 1 & 2, and, in doing so, ensure a positive and proactive approach to pedagogic and innovative teaching and learning
- To inspire and coordinate Phases 1 & 2 academic staff to carry out their teaching duties
- Provide pedagogical direction for digital education and the use of technology in teaching and learning in alignment with the strategic priorities of the school and in collaboration with the Digital Strategy Leader
- To coordinate, plan and deliver CPD activities
- To coordinate for necessary resources be available to the teaching staff in providing rich learning opportunities
- To assess and reduce any barriers in the delivery of high-quality provision
- To arrange and attend meetings as appropriate including, but not limited to, meetings with the Principal and the Phase 1 & 2 Leadership Team and Phases 1 & 2 staff
- To lead on teacher development ensuring all teachers are supported and challenged with clear, measurable improvement objectives
- To undertake training and professional development as appropriate

	<p><u>Teaching and Learning</u></p> <p>In collaboration with the Head of Phases 1 & 2 and Deputy Head of Phases 1 & 2/IBPYP Curriculum Coordinator:</p> <ul style="list-style-type: none"> • To provide a model of very good teaching and learning practice with high standards of behaviour, work, progress, and attainment, commensurate with each students’ ability, • To promote a positive ethos in Phases 1 & 2 based on high expectations of student wellbeing • To continually review the IB PYP curriculum to ensure it is providing for the varying needs of the students and enabling all students to succeed • To follow up on student performance data, paying particular attention to disadvantaged groups such as those with special educational needs, or who speak English, French or German as additional language • To support and develop all elements of inclusion to ensure the learning needs of all students are met • To undertake training and professional development as appropriate <p><u>Communication</u></p> <p>In collaboration with the Head of Phases 1 & 2 and Deputy Head of Phases 1 & 2/IBPYP Curriculum Coordinator:</p> <ul style="list-style-type: none"> • To assist in raising the profile of Phase 1 & 2 and the whole school within the community, Dubai, GCC and internationally • To maintain a visible, approachable, and welcoming profile for teaching staff • To ensure good communication is maintained between staff through structured meetings and the regular dissemination of information • To actively promote constructive and professional working relationships throughout the teaching staff • To meet with and report to the Principal, Primary Leadership Team on a regular basis to ensure the efficient leadership and management of all elements of learning and teaching
Key Relationships	
Internal	Internal – Students, Learning Support Assistants, Classroom Assistants, Teachers, Grade Coordinators, Subject Coordinators Heads of Departments, PLT, Phase 1 & 2 Deputy Heads, Designated Safeguarding Lead, Principal and Deputy Head of Whole School (Teaching & Learning), Inclusion Team and Counsellor
External	External – Parents, KHDA, IB, third party providers and stakeholders/ school networks

Position Requirements	
Education	<ul style="list-style-type: none"> • Bachelor’s Degree in Education • Professional Teaching Qualification • Relevant recent professional development that qualifies the candidate for this post
Experience	<ul style="list-style-type: none"> • A fluent first language French speaker • Extensive international Early Years and/or Primary teaching experience of at least 5 years • Leadership experience of at least 3 years • Significant experience of delivering the IB PYP program

	<ul style="list-style-type: none"> • Experience of curriculum planning and development in PYP • Proven track record of excellence and tangible outcomes in students' attainment and progress • Evidence of outstanding teaching practice • Experience of working in an international environment is preferred, however not essential • Experience in using technology in the classroom and online to maximize student learning experience
Competencies	<ul style="list-style-type: none"> • A positive, flexible, 'can do' work ethic. • A commitment to ensuring high standards of teaching and learning • Exceptional communication skills • Strong collaboration skills to foster partnerships with teachers, students, and parents • A clear personal philosophy on education and how this informs practice • A genuine interest in progressive, inclusive student-centred approaches to pedagogy. • An interest in social enterprise, charity, and service learning, and how these can be embedded formally into the curriculum. • A desire to be involved in the life of the school beyond the classroom and an understanding of the importance of this to student learning • Excellent standards of personal presentation • Enjoyment of working in a positive, collaborative team environment with the values of honesty, integrity, and mutual support at the core. • An enthusiasm for engaging with diverse cultures tempered only with high levels of patience and adaptability • Inter-culturally aware with well-developed interpersonal skills
Salary & Benefits	Competitive remuneration and benefits
Contract	Fixed Term contract
Application	<p>Candidates are requested to submit the following documents:</p> <ul style="list-style-type: none"> • Cover letter of one page, explaining your strengths as a candidate and why you are interested in this position • Current CV not to exceed two pages • 3 professional references with current contact details (position, phone number and e-mail address) not older than 5 years. One must be your current or last Line Manager <p>Please send your application to: hr@sisd.ae</p> <p>Closing date: 1 December 2022</p> <p>Due to the expected volume of applications, we will only contact those applicants that are shortlisted for interview. We reserve the right to appoint before the closing date.</p> <p>We are committed to providing a safe and happy environment for all our employees and in which our students can thrive and learn. We are committed to safeguarding and promoting the welfare of all our employees and students. All employees are subject to appropriate vetting procedures including satisfactory criminal record checks from both country of residence/home country and any other country of residence.</p>

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I have had the pleasure of working in both the Primary setting and the Secondary setting at SISD and feel privileged to get to do the work I do for such an outstanding organization. Getting to work alongside passionate staff and to engage with such motivated students, while being surrounded by some of the best facilities on offer, I honestly feel that SISD is one of the best schools in the world to work at.

- *Mark Swaine, Grade 6 Learning Coordinator and Transition Leader & Wellness Committee Chairperson*

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I have had the pleasure of experiencing first-hand, the development of the French/ English bilingual stream at SISD, which has grown and developed and is now fully embedded in student's daily lives. Students naturally speak both French and English in our classroom and it has been a joy to see students' progress in multiple languages. I have worked at SISD for 5 years as an English teacher, KG2 coordinator and now Grade 1 coordinator. I have had such a positive experience working in both the Early Years and Primary schools and have enjoyed co-teaching with some incredible teachers.

- *Tamara Grannell, Grade 1 Teacher & Grade Learning Coordinator*

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I think SISD has a vibrant faculty, where talented professionals collaborate to provide excellent results for our students. With outstanding facilities and infrastructure, the environment is an inspiring workplace with a warm community of staff, parents, and students alike.

- *Samantha Hodges, Deputy Head of Primary (Student Achievements)*

