



## Primary Arabic Teacher

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## Primary Arabic Teacher

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 personalised 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.



<b>Job Title</b>	Primary Arabic Teacher	<b>Department</b>	Primary
<b>Start Date</b>	August 2024	<b>Location</b>	Dubai, UAE
<b>Reports to</b>	Primary Arabic Coordinator	<b>Direct reports</b>	None

<b>Job Scope</b>	
<b>Main Duties and Responsibilities</b>	<p><b>Main Duties and Responsibilities</b></p> <ul style="list-style-type: none"> <li>• To be responsible for the positive learning environment and achievement of all students in the class, ensuring equality of opportunity throughout</li> <li>• To promote an enjoyment of learning</li> <li>• To nurture meaningful relationships with children and provide the individual attention they need having regard to the ability of the students</li> <li>• To be responsible and accountable for achieving the highest possible standards in work and conduct</li> <li>• To support a culture of reflective practice</li> <li>• To treat all students with respect, building relationships rooted in mutual respect, always observing proper boundaries appropriate to a teacher’s professional position</li> <li>• To work proactively and effectively in collaboration and partnership with students, co-teachers, specialist teachers, teaching assistants, classroom assistants, other staff, parents/guardians and external agencies in the best interests of students</li> <li>• To design and prepare a challenging, innovative and exciting Arabic curriculum using the IBPYP as a framework for students which will enable them to flourish and achieve their potential</li> </ul>



	<ul style="list-style-type: none"> <li>• To develop, weekly plans and implement appropriate programs for students</li> <li>• To design, prepare and deliver lessons to suit the individual needs of all students</li> <li>• To be accountable for the attainment, progress and outcome of the students and monitor every child's progress against the IB PYP curriculum</li> <li>• To set clear and challenging targets that build on prior attainment for each student; use an appropriate range of observation, monitoring and recording strategies as a basis for setting challenging learning objectives for students of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment</li> <li>• To be aware of students' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these, demonstrating knowledge and understanding of how students learn</li> <li>• To have a clear understanding of the needs of all students, including those on the inclusion register with special educational needs; gifted and talented; and/or disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them all</li> <li>• To make accurate and productive use of assessment to secure students' progress and ensure every child makes good progress from their baseline</li> <li>• To assess and monitor student progress and provide targets so that all learners can see success and improve</li> <li>• To ensure the students work is displayed and presented to the very highest standards, ensuring the displays are changed regularly and focus on making learning visible to all stakeholders</li> <li>• To ensure that the classroom and adjacent corridors are kept suitably tidy for prospective parents, to welcome the latter into the classroom and be prepared if requested to give a short explanation of lesson content and displays</li> <li>• To participate and support in school activities outside regular school hours to enrich the school experience for the students to include, but not limited to, ASAs, Boarding House(s) support, school trips (international and local), staff meetings, open days, professional development training sessions, conferences and workshops, induction, major school events and if applicable assessment/examination supervision</li> </ul>
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#### Key Relationships

<b>Internal</b>	Students, Senior Leadership Team, Deputy Senior Leadership Team, Secondary Leadership Team, Curriculum/Subject/Grade Coordinators, Head of Depts, Teachers, LSAs, Counsellors, Healthcare Team, HSE Team, Marketing & Admissions Team, HR Team
<b>External</b>	Parents, KHDA, IB

#### Position Requirements

<b>Education</b>	<ul style="list-style-type: none"> <li>• Bachelor's Degree in Arabic Language &amp; Literature or related subject</li> <li>• Professional Teaching Qualification</li> <li>• Relevant recent professional development that qualifies the candidate for this post</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• A fluent first language Arabic speaker</li> <li>• Extensive international secondary teaching experience of at least 2 years</li> <li>• Significant experience of delivering the Arabic curriculum</li> <li>• Experience of curriculum planning and development in Arabic</li> </ul>

	<ul style="list-style-type: none"> <li>• Proven track record of excellence and tangible outcomes in examination results</li> <li>• Evidence of outstanding teaching practice.</li> <li>• Experience of working in an international environment is preferred, however not essential.</li> <li>• Experience with being a form tutor preferred, however not essential</li> <li>• Experience with assessing student work and providing feedback against success and IB E-assessment and IB DP exam criteria.</li> <li>• Experience in using technology in the classroom and online to maximise student learning experience.</li> </ul>
<b>Competencies</b>	<ul style="list-style-type: none"> <li>• A positive, flexible, 'can do' work ethic.</li> <li>• A genuine love for the subject taught, and the desire to instil this in students.</li> <li>• A commitment to ensuring high standards of teaching and learning</li> <li>• Exceptional communication skills</li> <li>• Strong collaboration skills to foster partnerships with teachers, students, and parents</li> <li>• A clear personal philosophy on education and how this informs practice.</li> <li>• A genuine interest in progressive, inclusive student-centred approaches to pedagogy.</li> <li>• An interest in social enterprise, charity, and service learning, and how these can be embedded formally into the curriculum.</li> <li>• 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</li> <li>• Excellent standards of personal presentation.</li> <li>• Enjoyment of working in a positive, collaborative team environment with the values of honesty, integrity, and mutual support at the core.</li> <li>• An enthusiasm for engaging with diverse cultures tempered only with high levels of patience and adaptability</li> <li>• Inter-culturally aware with well-developed interpersonal skills.</li> </ul>
<b>Salary &amp; Benefits</b>	Competitive remuneration and benefits
<b>Contract</b>	Fixed Term contract
<b>Application</b>	<p><b>Candidates are requested to submit the following documents:</b></p> <ul style="list-style-type: none"> <li>• Cover letter of one page, explaining your strengths as a candidate and why you are interested in this position</li> <li>• Current CV not to exceed two pages</li> <li>• 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</li> </ul> <p>Please send your application to: <a href="mailto:hr@sisd.ae">hr@sisd.ae</a></p> <p>Closing date: 30 April 2024</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</p>

appropriate vetting procedures including satisfactory criminal record checks from both country of residence/home country and any other country of residence.



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*



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 imbedded into the students 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*



I think SISD has a vibrant faculty 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)*

