

# Primary Teacher (m/f/d)

ISF International School Frankfurt Rhein-Main --- Germany

## Job Purpose

Enabling the success of students and helping in academic achievement to reach their potential through the implementation of the SABIS<sup>®</sup> curriculum and philosophy and through the consistent use of the SABIS<sup>®</sup> teaching methodology.

# **Key Responsibilities**

- Marking of exams related to their subject matter in accordance with the schedule and material provided by the department.
- Discussing disciplinary and student performance issues with the Academic Quality Controller (AQC) and head of department (HOD) as needed.
- Implementing the SABIS<sup>®</sup> point system to ensure an environment conducive to learning in the classroom.
- Providing support by invigilating exams as needed in an adequate and properly managed exam environment.
- Providing support for the academically low performing students, to help improve and get motivated to reach their potential.
- Develop and/or follow external exams preparation by going through past papers as planned in the structured revision schedule (When applicable to specific grade).
- Aiding in duties that may include testing children, substituting for absent teachers, organizing children for lunches and buses, controlling traffic (vehicles and people), and other administrative duties that may be assigned to him/her by the school SABIS<sup>®</sup> management.
- Preparing and participating in activity plans for all such student life related events such as but not limited to art, open house and physical education in coordination with the student life coordinator.
- Attending training sessions when needed and as per the request of school management in order to enhance their understanding of the SABIS<sup>®</sup> system improving their performance
- Performing such other related tasks or projects as they arise and as delegated by the school SABIS<sup>®</sup> management.

## **Ideal Requirements**

- Bachelor degree in a related subject matter and/or equivalent
- English Proficient / Native English Speaker (depending on subject)
- MS Office needed components
- Communication Skills
- Ability to work within a team



## **Employment Requirements**

Must meet all employment requirements including, but not limited to, country and local education and certification requirements, reference checks, and criminal background checks. Additional details about this position will only be provided to short-listed candidates.

SABIS<sup>®</sup> is an equal opportunity employer. We are dedicated to a policy of non – discrimination in employment on any basis including age, sex, color, race, creed, national origin, religion, marital status, disability or any other legally protected characteristics.

At ISF, we are proud to have a committed and talented staff to serve the needs of our diverse student body. For additional information about ISF, compensation, housing opportunities, living in the Frankfurt Rhein-Main region, the SABIS<sup>®</sup> Network, or how to apply, please consult our fact sheets and additional documents for applicants at: <u>http://applicants.sabis.net/isf/</u>

At ISF International School Frankfurt Rhein-Main we are committed to protecting children. Aligned with the recommendations of the International Task Force on Child Protection, we hold ourselves to a high standard of effective recruiting practices with specific attention to child protection. All applicants will therefore be required to undergo appropriate child protection screening. Included in the recruitment process will be a local and national police check as well as a mandatory police background check from the last year of employment in every country worked.

## **OUR SCHOOL**

The ISF International School Frankfurt Rhein-Main – founded by the City of Frankfurt, the State of Hesse, and multi-national corporations in September 1995 – offers world-class education from Pre-Kindergarten through Grade 12/13. We are an independent, co-educational, whole-day school situated in the heart of the Rhein-Main region of Germany offering non-sectarian, English language instruction.

Approximately 100 teachers and 50 administrative staff, the majority of whom are from the U.S., the U.K., and Germany, work at ISF. The school's German, French, Spanish, Korean, and Japanese teachers are all native speakers. Some teachers have been working at the school since it first opened in 1995.

ISF is a member of the SABIS<sup>®</sup> Network, an educational organization which manages schools in 16 countries on four continents. SABIS<sup>®</sup> Network schools are distinguished by their implementation of the SABIS<sup>®</sup> Educational System, a rigorous, internationally-oriented, college-preparatory system that has been developed over the past 130 years and emphasizes the core subjects of Mathematics, English, and world languages.

## **OUR CAMPUS**

Besides complete academic facilities, the campus has exceptional outdoor and indoor sports facilities including a grass football pitch, complete track and field facilities, two tennis courts, a semi-Olympic indoor swimming pool and gymnasium. The two-story Library and a beautiful 400-seat Theatre complete this fine ISF campus.



## **OUR SCHOOL YEAR**

The school year runs from the end of August through to the end of June. The 3 terms are between 12 and 13 weeks in length. The working week is Monday to Friday and the school day is 8.00am to 4.00pm. There are many after-school activities that are led by staff, parents and outside instructors. During the school year- between August and June - there are approximately 6 weeks of vacations; one week in October, two weeks for the Holiday Break, one Winter week in February and two weeks for the Spring Break. There are also the occasional German public holidays. In total there are 180 school teaching days as well as two weeks of staff training and orientation before the start of the Academic year.

## **OUR CURRICULUM**

ISF offers a traditional core college preparatory curriculum. A third language is studied starting in Grade 6. Students who complete their secondary education at ISF have the following options of diplomas and/or external exams:

- ISF High School Diploma (upon the satisfactory completion of the graduation requirements)
- IGCSE The British International General Certificate of Secondary Education (at the end of Grade 10 or Grade 11)
- IB DP The International Baccalaureate Diploma Programme (at the end of Grade 12 or Grade 13). ISF is an IB World School since August 2007.
- Advanced Placement The American Advanced Placement Exams (at the end of Grade 12)

