



WELLINGTON
COLLEGE
INTERNATIONAL
PUNE

JOB TITLE	English Teacher	DEPARTMENT	Academic
REPORTS TO	Head of English and Head of Senior School		

Wellington College International Pune (WCI Pune) formally opened in September 2023. Situated in a prime location in the city of Pune, with excellent transportation links, we provide an innovative learning environment for a first-class educational experience for pupils aged 2-18. Our world-class facilities allow us to offer the very highest academic and pastoral standards, in tandem with outstanding sporting and cultural opportunities. We follow an inspiring curriculum for Early Years and Juniors and employ the English National Curriculum for Years 7 to 9. From August 2024 we introduced the IGCSE curriculum for our Year 10 pupils and we offer the IBDP for our new Year 12 programme from August 2025.

Wellington College International Pune (WCI Pune) seeks an inspiring and experienced teacher for the Senior School English Department—someone who embodies visionary educational leadership and a commitment to excellence. The ideal candidate will foster strong collaboration, cultivate meaningful relationships, and adopt a growth mindset, driving high academic standards and promoting holistic development. With energy, resilience, and passion, they will serve as a role model within the school community, supporting students, families, and colleagues while upholding the values and ethos of an international school. The successful applicant will be expected to teach elements of the English National Curriculum (ENC) to Grades 6-8 (Years 7 -9), and IGCSE & IBDP courses to Grades 9-12 (Years 10-13).

QUALIFICATION EXPECTATIONS

Required Qualifications / Skills

- A relevant degree (BA / MA) and professional teaching qualification.
- Recent teaching experience of GCSE/IGCSE and the International Baccalaureate Diploma Programme.
- Minimum 3-5 years of teaching experience in the English department.



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- A passion for English and the ability to share this with a wide range of students.
- Excellent subject knowledge and an interest in current developments in English
- Strong organisational, self-management and problem-solving skills.

Desirable Qualifications/ Skills

- Experience teaching the Cambridge International Examinations IGCSE English
- Experience of working in a boarding school system, either in the UK or internationally.

PROGRAMME AND PRACTICE

Key Responsibilities

- Plan lessons in English (Language & Literature) and present them to students using creative teaching techniques in engaging ways (ensuring all lessons align with curriculum objectives).
- Employ a range of innovative teaching methods and materials to deliver subject content. Create, where required, and enhance relevant Schemes of Work (SoW) and departmental resources.
- Differentiate lessons accordingly, providing additional support and interventions where required and supplementary resources or extension activities.
- Follow the established school behavioural policy, implementing classroom rules and safety regulations, ensuring all pupils understand them.
- Comprehensively prepare pupils for tests, exams, presentations, experiments, and other assessments.
- Provide timely feedback to pupils, grading assessments promptly.
- Use technology with pupils as a tool for learning including AI resources and guidance.
- Engage with the school data systems and procedures, following guidelines to generate accurate data concerning pupil performance and progression.
- Provide feedback and reports to parents (following the school timelines and guidelines).
- Attend staff and parent consultation meetings, providing constructive recommendations for pupil progression.
- Attend and constructively contribute to all Departmental and Faculty meetings, as scheduled by the relevant HoD.
- Establish a professional rapport and relationships with pupils, staff, and parents.
- Involvement in INSET sessions and staff induction requirements.
- Supervise pupils on potential class and field trips, and during school events.
- Involvement in specific duties required for the running of the senior school, such as scheduled supervision sessions (for meals, cover lessons etc.).
- Contribute to the school CCA programme and wider school events.
- As with all colleagues, monitor students' overall wellbeing and liaise with school counsellors and other staff members when there are concerns or issues.



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- Attend ongoing learning initiatives like CPD workshops, lectures, conferences, and other events where you are able to expand education networks.
- Other reasonable requests outlined by the Head of Seniors and/or Master.

FAMILIES

- Understand the importance of building authentic relationships with families, knowing such understandings can lead to greater learning outcomes for children.
- Value families as important partners in the work of the senior school by maintaining frequent contact and communications.
- Communicate with families and the wider community about the programme, including presentations, workshops, through online platforms and parent meetings.

ENVIRONMENT

- Plan an inspiring learning environment that fosters independence, inquiry and learning progression.
- Maintain respect for the learning environment and resources, both indoors and outdoors.
- Order resources to support and extend learning in the classroom, department, learning spaces and community.

PROFESSIONALISM

- Model and promote the Wellington values: kindness, courage, integrity, respect and responsibility in the aim of enabling the Wellington Identity (inspired, intellectual, independent, individual, inclusive).
- Commit to regularly collaborating with peers to understand and extend children's theories, thoughts, ideas, and questions.
- Attend all team meetings and committees as necessary and take on portfolio responsibilities within the team.
- Confident in Microsoft Office (Excel and PowerPoint) and database systems.
- Adhere to all procedures and policies as outlined in the Staff Handbook and Code of Conduct.

PREFERRED APTITUDES

- A spirit of collaboration, stamina, drive, strong sense of humour, passion for children, positive nature, and a love of professional and lifelong learning form our fundamentals.
- Embraces every aspect of childhood and have an openness and willingness to learn about evolving pedagogical practices.
- Strong ability to embrace change and to work to tight timelines.
- Strong mind-set for continuous improvement to meet or exceed expectations.
- Experience of working collaboratively with young people, preferably with an understanding of international examinations in the specific subject (IGCSE / IB Diploma).



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ESSENTIAL CRITERIA

- Appropriate qualifications, as above.
- An innovative approach to education, with a willingness to embrace ICT skills.
- Outstanding communication skills, verbal and written.
- An ability to inspire young learners, setting high academic expectations.
- A strong commitment to Wellington values, inherent in the hallmarks of a holistic education, and a willingness to contribute to an evolving CCA programme.
- A resilient and determined mindset, with a capacity to work in a founding school team with overt positivity.
- A strong capacity for flexibility, coupled to an inherent sense of humour.

DESIRABLE CRITERIA

- Previous experience with international education, working within a British curriculum environment.
- Excellent track record of academic results in examinations (such as IGCSE and/or IBDP).
- Detailed knowledge of EAL systems and how to adapt this to an international, cross cultural, context.
- Experience of working in a boarding school system, either in the UK or internationally.

APPLICATION PROCESS

- For further enquiries, please contact the Human Resource Department on careers@wellingtoncollege.in