

Role and Job Specification

*Wellington College is a values-based organisation, and the core values **of kindness, responsibility, respect, integrity, and courage** underpin all interactions.*

Job Title – **EAL Teacher**

Reports to – Academic (Head of EAL/Head of Seniors)

Location – Pune, India

Role Purpose

Wellington College International Pune (WCI Pune) seeks an inspiring and experienced EAL Teacher—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).

Key Responsibilities:

Curriculum Planning & Delivery

- Planning and teaching EAL lessons to groups of mixed age (Primary & Seniors) and ability learners (some with little to no English).
- Conducting consistent reading and writing assessments to track EAL learners' progress.
- Attending some planning sessions with Inclusion and Class teachers to contribute to whole class and EAL learners' success lesson planning.
- Collaborating with other Inclusion and Class teachers to ensure that EAL teaching is aligned with the WCIP and class learning to facilitate interconnected rigorous learning.
- Initiating and preparing differentiated EAL materials for application in core subjects.
- Supporting EAL learners in classes such as Mathematics and core subjects.
- Attending related Professional Development sessions.
- Develop learner focused relationships to ensure that the EAL learners feel safe, respected and are not afraid of asking for help and making mistakes.

Student Development & Assessment

- Observe, assess, and document students' progress and provide regular feedback to students and parents.
- Meeting with EAL learners' parents to discuss progress and recommend support at home
- Maintain accurate records of student participation, performance, and achievements.
- Encourage self-assessment and reflection among students to promote ownership of learning.



Key Responsibilities

Collaboration & Professional Development

- Share innovative and successful ideas with Class Teachers to support and teach EAL learners in class.
- Participate in staff meetings, planning sessions, and professional development workshops to enhance growth.
- Contribute to the CCA activities.
- As with all colleagues, monitor students' overall wellbeing and liaise with school counsellors and other staff members when there are concerns or issues.
- 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.



Personal Attributes

Qualifications

- A relevant degree in English (Bachelors/Masters) and professional teaching qualification.
- Excellent English and a TESOL/ TEFL or similar qualification.
- Recent teaching experience of GCSE/IGCSE and the International Baccalaureate Diploma Programme.
- Minimum 5 years of teaching experience, including experience in the EAL Department.

Experience – Required

- 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 school team with overt positivity.
- A strong capacity for flexibility, coupled to an inherent sense of humour.
- Good knowledge of international curricula (IB, Cambridge, or equivalent).
- Experience with reputation building and community relations with measurable enrolment impact.
- In-depth knowledge of compliance, safeguarding, and international accreditation standards.
- Significant experience in multicultural environments.

Experience – Preferred

- Experience teaching the Cambridge International Examinations.
- Experience of working in a boarding school system, either in the UK or internationally.
- 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).
- If the candidate has experience of and exposure to Indian life and culture, it would be an added benefit.

