



MIDDLE & HIGH SCHOOL ENGLISH COORDINATOR

	Job Requirements
Knowledge:	<ul style="list-style-type: none"> • Evidence of up-to-date knowledge and understanding of a school system. • Understanding of the significance of our school ethos. • Understanding of the requirements of good leadership and management.
Skills and Abilities:	<ul style="list-style-type: none"> • Commitment to curriculum continuity of the subject between the sections. • Commitment to continuously updating and maintaining staff and student records. • Ability to mentor and work in a team. • Good communication skills with parents. • Setting up and monitoring school programs.
Experience:	<ul style="list-style-type: none"> • At least two year's teaching and (preferably) experience in a leadership position. • Evidence of previous successful teaching and/or leadership role. • Evidence of good personal relationships/ team player.
Educational:	<ul style="list-style-type: none"> • Qualified teacher with a Bachelor's degree English in Education. • Leadership and Management training/ courses. • Evidence of involvement in continuing professional development (CPD) activities as a participant.
Special Requirements:	<ul style="list-style-type: none"> • Applicant's compliance to supporting and upholding the school's Child Protection and Safeguarding Policy. • A Criminal Record Disclosure will be required prior to appointment. • Excellent and unequivocal references. • Good attendance and health record.
When Applying:	<ul style="list-style-type: none"> • Upload an updated Curriculum Vitae with you application. • Upload you attested/apostilled degree and transcripts with the application. • Any questions you may have email Yasser Ali at HR@alrajabahrain.org.