



## Seeking

Position: Full-time Grade 3 Homeroom Teacher (International Elementary School Teacher)

Place of work: AIC World College of Osaka Elementary School (<https://aicwc.jp/osaka/>)

Start date: April 1<sup>st</sup> 2024 (The Middle of March is preferable)

Visa Sponsorship: Available for those with relevant experience and qualifications

NOTE: AIC World College promotes diversity and inclusion, is an equal opportunity employer, and encourages candidates of all backgrounds to apply. Rigorous background checks of candidates will be conducted for the purpose of child protection and safeguarding.

## Requirements & Preferences

Experience: Inquiry-based teaching experience in an International School or Immersion setting

Skills & Knowledge: Deep understanding of constructivist approaches, inquiry-based learning, translanguaging or other second language acquisition theories, stages in developmental psychology, classroom management skills preferred

English language proficiency: Native level required

NOTE: This is not a recruitment ad for ESL or Assistant Language Teacher (ALT) positions.

## Document Submission

Submission deadline: None (rolling basis)

Required Document 1: Resume / Curriculum Vitae in English

Required Document 2: Two or more professional references (NOT character references)

Required Document 3: Any form of Safeguarding / Child Protection related certificate(s)

Preferred Document 1: Certificates of IB Workshops

All documents should be submitted to: [infor@osaka.aicwc.ed.jp](mailto:infor@osaka.aicwc.ed.jp) (Yuichi Kumagai, Principal, AIC World College of Osaka Elementary School)

NOTE: Documents will not be returned. All documents will be considered private and will not be used for any purposes other than possible future recruitment or legitimate post-recruiting administrative reporting. Due to the number of applications we receive, ONLY successful candidates will be contacted.

## Working Conditions & Benefits

- Working hours: 7:45am - 4:00pm (7:45am - 4:30pm on Wednesdays and 7:45am - 3:30pm on Fridays. Subject to change in 2024)
- Working days: Monday through Friday with occasional Saturdays
- Holidays: a) Saturdays and Sundays; b) Japanese national holidays stipulated by law; c) Summer holidays, Winter holidays,; d) Paid holidays; e) sick leave



- Contract starts: April 1<sup>st</sup> 2024 (depending on the starting date)
- Contract term: April 1<sup>st</sup> 2024 - March 31<sup>st</sup> 2025 (renewable yearly thereafter)
- Remuneration: Starting Monthly Base Salary Range: Between approx. between 4,000,000 yen and 5,000,000 yen per year for an IB certified teacher with more than two years experience, approx. between 3,000,000 yen and 4,500,000 yen per year for teachers without an IB certificate.
- Transportation costs covered up to 30,000 yen per month and other allowances
- Pay cycle: 11th of the previous month to 10th of the current month, paid on the 25th of the current month (e.g. Salary earned from April 1<sup>st</sup> to April 10<sup>th</sup> will be paid on April 25<sup>th</sup>)
- Insurance: Government-sponsored Social Insurance (Health, Pension, Unemployment)

### Job Description

- Position title: Full-time Homeroom Teacher (International Elementary School Teacher)
- Reports to: PYP Coordinator for curriculum-related issues, Principal
- Key collaborative relationships: PYP Coordinator, teachers, and Administrative Staff

### Main Role:

- Implement the pedagogies of the IB Primary Years Program in the translanguaging classroom to ensure each student's healthy learning and growth
- Collaborate with other teachers to design transdisciplinary units
- Develop and deliver differentiated and engaging literacy, numeracy and transdisciplinary content in line with the IB PYP
- Inspire a love for self-directed learning, project-based learning, as well as attaining literacy and numeracy skills

### Other Key Tasks:

- Communicate with parents and guardians in a professional manner
- Communicate all day-to-day issues and share project guidelines with parents using online platform
- Effectively conduct all consultations (e.g. student-led conferences, meetings with parents, etc.)
- Treat all students and staff with respect
- Educate student responsibility
- Nurture students to autonomously engage in learning
- Ensure assessment, monitoring and recording of student progress
- Effectively conduct Exhibition(-like) summative tasks such as the Celebration of Learning
- Ensure assessment is used as part of the learning process



- Ensure meaningful reporting of results to each student
- Participate in teacher appraisals
- Demonstrate eagerness to make changes in response to feedback from students, parents, PYPC and administrators
- Active participation in continued professional development in order to remain relevant, and to stay abreast of latest developments in the International Baccalaureate program
- Initiate change and / or the creation of new programs and projects
- Comply with policies and quality control measures (in accordance with IBO Standards & Practices)
- Attend staff / teacher meetings for effective communication and coordination on various issues
- Cooperate with and make time for other staff; Help improve others
- Complete all administrative tasks in a timely manner
- Carry out additional delegations and responsibilities
- Make contributions to broader school life; Support causes to better the world
- Contribute to changing education in their lifetime for the purpose of moving society forward
- Support the IB PYP authorization process
- Support the Principal and PYP Coordinator for the school to comply with the IBO authorization requirements

\*\*\*\*\*THE SCHOOL\*\*\*\*\*

AIC World College of Osaka Elementary School

---What is AIC?---

AIC stands for "Academy for the International Community".

AIC provides students with a nurturing environment where independence and active exploration of their academic interests are encouraged.

AIC provides students with opportunities for higher academic achievement and a place in the global community as valuable, contributing and responsible members.

AIC nurtures students' creativity in order to become leaders in whatever they do and wherever they choose to be.

AIC encourages its students to respect their own cultural identity as well as the cultures of others.

AIC contributes to the next generation worldwide.

---Education at the school---

Primary Years Programme (PYP) of the International Baccalaureate (IB): application intended

Holistic, inquiry-based, concept-based, project-based, student-driven learning

Language of instruction: English (additional language: Japanese)

Active learning supported by advanced technologies and cognitive science theories

Age of students: 6 to 12 years old, elementary school students (Grade 1 through 6)

Class size: Approx. 20 students per class