



SURVAL MONTREUX

GIRLS' SCHOOL IN SWITZERLAND

Science Teacher

Full-time position

Start date January 2025

Surval Montreux is a unique international girls' boarding school in Switzerland that provides an exceptional all-round education for girls aged 12-19. The school offers the American high school program for grades 8-12, including Advanced Placement courses.

Surval belongs to the international education group Bellevue Education consisting of 21 schools, with headquarters in London, UK.

This is an exciting time in the School's history having recently celebrated our 60th anniversary, connecting with the school's traditions and heritage while seeking to continue to provide a forward-thinking and creative education in order to prepare young women for tomorrow's world.

This is an outstanding opportunity for an energetic, imaginative, and inspiring teacher. If you love teaching, thrive on initiative and ideas, and would relish the enrichment opportunities of an international boarding school, please contact us.

Classes are small at Surval, typically around 10 students or smaller. As a small school, subject practitioners must be self-sufficient in their subject specialism, able to build their resources, and to administer the curriculum and assessments efficiently. Flexibility is valued and expected.

Surval-Montreux is seeking a highly motivated and dedicated secondary-level Science teacher. Successful candidates will have:

- A degree in the Sciences (Biology, Chemistry preferred)
- Teaching qualification with considerable classroom experience
- Ability to teach Combined Science up to Grade 10
- Experience of teaching Higher-level Biology or Chemistry (Grades 11/12)
- Experience teaching mathematics and/or statistics an advantage
- Some knowledge of the American high school program is preferred
- Ability to teach in English (working knowledge of French a plus)
- Flexibility to teach across scientific disciplines and age groups

Teaching Job Description

This list is a non-exhaustive list of professional duties which should be read in conjunction with any additional job description or Code of Conduct provided by the Principal and with the letter of appointment.

Surval's small size provides us with the opportunity to truly personalise and tailor the learning experience to the needs of individuals and to adapt teaching practices to maximise the opportunities offered in a small class, tutorial-style environment.

26.09.2024



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Teaching and Learning

- Planning and preparing courses and lessons ensuring teaching is differentiated to meet the individual needs and levels of students;
- Delivering creative and stimulating lessons tailored to the needs of the students;
- Integrating technology in the classroom effectively and creatively to support engagement in learning and strong student outcomes;
- Giving effective and prompt feedback to individual students, setting individual targets as appropriate;
- Working with colleagues where opportunities lend themselves to cross-curricular initiatives for students;
- Assessing, recording and reporting on the development, progress and attainment of students. This will include entering data onto the school system and reporting to parents;
- Advising and co-operating with the Head of Academics and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment;
- Advising the Senior Leadership Team of any issues of which s/he should be aware regarding students in their academic progress;

Enrichment

- Playing a full part in the extra-curricular life of the school, providing interesting, challenging and varied enrichment activities for girls. All teachers are expected to take a share in the running of weekend activities and residential trips;
- Contributing to the planning of the educational and cultural trips and accompanying students on such trips away from the School;
- Contributing to the weekly clubs program;
- Seeking opportunities for masterclasses and guest speakers within your subject area or wider areas of interest to enrich the experience of the students.

Pastoral Care & Safeguarding

- Promoting and safeguarding the welfare of all Surval students at all times;
- Promoting the general progress and wellbeing of individual students and of any class or group of students assigned;
- Liaising promptly with the Head of Pastoral Care and Wellbeing over any pastoral concerns;
- Ensuring high standards of behavior among the students;
- Safeguarding the students' health and safety both when they are on the School premises and when they are engaged in authorised school activities off site;
- Acting reasonably as a parent would in an emergency medical situation.

Professional Review and Development

- Participating actively in any arrangements made for teacher appraisal and professional development.
- Reviewing and critically reflecting regularly on methods of teaching and programmes of work;
- Keeping up to date with developments in specifications at all levels;



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- Taking part in regular training sessions and working groups to continually enhance the school's educational provision;
- Undertaking such training as may be reasonably required by the School to enable you to continue to develop and flourish professionally, to adapt to the changing requirements of the School and your role, or as may be necessary to fulfil the School's statutory or regulatory obligations.

Other activities

- Acting in accordance with school policies and guidance on all matters;
- Supporting a number of students as academic mentor;
- Participating in weekly staff briefings and other meetings at the School which relate to any aspect of your teaching or wider role at Surval;
- Supporting occasional supervisory duties during the school day and covering for absent teaching colleagues when required and within reason;
- Attending weekly assemblies and contributing where possible;
- Fulfilling administrative and organisational tasks related to such duties as are described above including the ordering and allocation of equipment and materials;
- A teacher may be required to undertake such other reasonable duties from time to time as the Principal may reasonably require.

This job description is an integral part of the Employment Agreement.

How to Apply

Applicants are requested to submit the following documentation to the Office Manager, Ms Pernille Mogensen pernille.mogensen@surval.ch :

1. Letter of Motivation addressed to the Principal, Mrs Patricia Woodhouse
2. CV
3. [Online application form](#)

Applicants must give the names and contact details of three referees. Applicants should be aware that Surval reserves the right to contact previous employers but will only do so after discussion with the applicant.

Pre-employment Checks

Employment with the School will be subject to the School being satisfied with the following:

- Criminal Records Disclosure or other relevant certificate from the relevant police authority;
- Verification of qualifications and identity;
- Three satisfactory references received;
- Such other pre-employment checks as the School is required to complete in accordance with its statutory or regulatory obligations and in the limits of the Swiss Federal Act on Data Protection (FADP) 19 June 1992).

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.