



# Woodstock School

## JOB DESCRIPTION

### IB MYP and DP Design Teacher

**JOB TITLE:** IB MYP, DP and Early Years Design Teacher

**REPORTING TO:** Head of Department, Science

**COLLABORATES WITH:** Members of the teaching faculty, dorm parents, advisors and staff

#### KEY RESPONSIBILITIES:

- Design and deliver the **IB MYP, DP and Early Years Design** curricula with consistency and excellence following the IB framework.
- Collaborate with the Early Years (Elementary/Primary) teachers to deliver Woodstock School's interdisciplinary Art and Design Curriculum
- Design immersive learning experiences that incorporate outdoor activities and fieldwork, leveraging Woodstock School's facilities, our Indian cultural context, and the unique Himalayan environment.
- Assess student progress using effective evaluation methods, and implement measures to support their improvement.
- In both pastoral and professional ways, to Exemplify Woodstock School's [\*Desired Learning Outcomes\*](#) by teaching in a way which [\*Elicits Greatness\*](#) and make decisions that our [\*Guiding Principles\*](#).
- Ensure that every student is adequately prepared for the rigorous learning of the International Baccalaureate while also developing a genuinely personal and profound enjoyment of **Design** and the learning environment.

#### DUTIES AND RESPONSIBILITIES:

##### Teaching and Curriculum Development:

- Model for students - a love for learning.
- Develop, maintain, and continuously update existing unit plans and curriculum-related documents.
- Work collaboratively and positively contribute to departmental tasks such as policies, common assessments, instructional practices, grading practices etc.
- Develop and implement assessment strategies that support student learning and provide meaningful feedback.
- Guide students in their Internal Assessments (IA) and Group 4 project.
- Embrace the department focus on critical thinking and student-centric hands-on, inquiry-based learning approach.
- Ensure that students develop a strong conceptual and contextual understanding while honing their practical problem-solving skills.
- Encourage all students to take responsibility for their own learning and to review progress against targets.
- Take into account the differing ability of students by differentiating work accordingly, utilizing varied teaching strategies and modes, and offering regular out of class opportunities for support.



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## **Supporting student centric learning and development:**

- Serve in a pastoral support capacity in your role as advisor and as the point of contact between home, dorms, and school for your advisees.
- Supervise and provide guidance for Personal Project and/or Extended Essay by tracking student progress, reviewing submissions and ongoing reflections.
- Set appropriate tasks and challenges according to the published timetable, and ensure that work is regularly evaluated, and students receive constructive feedback.
- Maintain accurate records of student progress in line with departmental and school policy.

## **Co- Curricular and School Commitment:**

- Supervise study halls and student social activities during evenings and weekends according to the school's fair-share responsibilities.
- Teach approximately 27 periods in a six (6)-day cycle.
- Organize and run at least one extra - curricular [PASSAGE activity](#).
- Chaperone student travel at the end or beginning of each semester.
- Chaperone or lead field trips during [Activity Week](#).
- Accept and support Woodstock School's inclusive [Religious Life Policy](#).
- Participate in annual evaluation and professional growth, taking full advantage of professional development opportunities.

## **Technology Integration:**

- Utilise cutting-edge technologies to enhance the learning experience and prepare students for a rapidly evolving technological landscape.
- Stay updated with the latest advancements in design and computer science.

**Design Lab Management:** Maintain a well-equipped, secure, and organized Design Lab that supports student learning.

## **SKILLS AND QUALIFICATIONS REQUIRED**

- Bachelors, Masters, or PhD degree in Computer Science, Design, or related field from an accredited college or university.
- At least 3 years of full-time teaching experience in the relevant subject areas.
- Valid teaching certification.
- Proven ability to work effectively in a team, preferably involving both national and international staff.
- Technological skills at a level that permits creative and effective use of technology in the classroom.
- Fluency and accuracy in written and spoken English.

## **PREFERRED SKILLS AND QUALITIES**

- International experience in a multi-cultural environment.
- Experience in outdoor or experiential, place-based education and Wilderness First Aid training.
- Experience implementing a STEM curriculum or advising students on independent integrated projects.
- A record of student achievement results in the International Baccalaureate Diploma Program and/or Middle Years Program.



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- A minimum of two years of teaching experience at IB MYP and IBDP. Preference will be given to candidates who have completed the IB Professional Development Training in a related field/ subject.
- Knowledge of ManageBac or any similar Learning Management System.
- Knowledge of Assess-prep and MYP e-assessment.
- A record of successful engagement with students in a Distance Learning and Hybrid Learning context.

**APPLICATION DEADLINE:** On Rolling Basis

**HIRING PROCESS:**

- Interested applicants should apply through <https://my.hirehive.io/woodstock-school>.
- Shortlisted candidates will be interviewed by the hiring committee via Skype/Zoom.

**JOINING DATE:** 1 July 2025