

High School English A.P. Teacher position, 2022-23

American International School of Conakry
Conakry, GUINEA (West Africa)

Selection Criteria:

- U.S. or International Teaching License in English, preferred.
- Degree or coursework in English.
- Full-Time English teaching experience.
- Experience teaching Advanced Placement English courses, preferred.
- Knowledge of AERO Standards in English Language Arts.
- Fluency in written and spoken English required.
- Facility in French language preferred.
- Previous experience living in West Africa preferred.
- Flexibility and sense of humor a must.

Demonstrated ability to...

- showcase English literacy projects throughout the school.
- work cooperatively with staff and develop rapport with students.
- teach English and English literature to grades 9-12.
- communicate effectively orally and in writing.
- plan special school-wide projects and events involving English Language Arts.
- seek and develop partnerships with outside agencies/resources to enhance the authenticity of the English curriculum.

Duties and Responsibilities:

- Maintain up-to-date lesson plans through the year.
- Teach English – particularly applied learning projects -- to students in grades 9-12.
- Deliver lessons daily incorporating Learning Targets, Essential Questions and Success Criteria.
- Conduct shared inquiry discussions with students.
- Maintain an assessment and grading system based on the AERO Standards and housed in the Google Classroom online system.
- Complete and submit grades and comments on quarterly Progress Reports and on semester Report Cards.
- Take an active leadership role in school-wide Curriculum Mapping in English Language Arts.
- Order and maintain inventory of English materials and books.
- Maintain class discipline, follow-up, feedback and documentation.
- Make parental contacts.
- Take part in *Back-to-School Night* event and two evening *Parent-Teacher Conferences*.
- Monitor and annotate student notebooks, folders, and portfolios.
- Develop and utilize English Language Arts rubrics.
- Contribute to school's Weekly Updates in Instruction.
- Contribute to and update the school's Monthly Unit Plans.
- Take an active role in weekly professional development sessions.
- Teach an additional elective course consistent with one's expertise, student interest and application to AERO Standards.
- Attend training on English Language Arts instruction, if available.
- Conduct Parent Workshop in English Language Arts Learning Targets outside of school hours.
- Lead a club of your own interest for students.
- Take part in planning, leading, and participating in day and overnight field trips with other colleagues.
- Perform other duties as directed by the Director.

Application: Submit letter of application and CV to HR Officer Mr. Michel Kamano at exec@aisconakry.org at the earliest. Include any relevant past experience and relevant coursework. Thank you!