

Title	Teacher
Reports to	Centre Operations Director and Director of Studies

Job Role/Key Areas of Responsibility

A Teacher is responsible, on an individual and team basis, for providing students with a variety of services that enable students to reach their personal needs and objectives within the educational services framework. They will also actively collaborate with all centre staff in order to provide a welcoming and professional environment to everyone and a positive learning experience for students.

Roles and responsibilities:

- Provides students with relevant and engaging lessons tailored to enable them to reach their personal needs and objectives, all within EF methodologies such as Learn-Try-Apply-Certify.
- Develops and uses supplementary material within EF guidelines to support learning needs and objectives.
- Uses time effectively in order to maintain maximum student engagement.
- Develops and delivers in-centre and city wide Life Clubs as required.
- Liaises, supports and collaborates with all staff tasked with providing study feedback and support to students.
- Supports scheduling staff to maintain a high level of services to students.
- Completes all required administration to a high standard and in a timely manner.
- Actively participates in any required observation and feedback sessions, training, development meetings and informational meetings.
- Assists the Director of Studies and Senior Teacher in product testing.
- Participates in all required non-core offerings.

Career plan: This is a position for people who want to develop their skill set both in teaching (in-class skills, teaching various products and student development) and general work skills (teamwork, time management, communication, relationship building, and peer support) experience, all within a multi-cultural environment.

Competency Set							
Builds transformational relationships	Exceeds all expectations & creates profitable business opportunities	Drives customer expectations and sets CR benchmarks	Influences across all levels of the organization	Resets performance benchmarks	Sets benchmarks for performance management of teams in the organization	Positions self as someone who leads	Does long term coaching and mentoring to help others career progression
Establishes a collaborative culture	Actively develops an entrepreneurial culture	Exceeds customer expectations & creates long term relationships	Promotes & sustains mutual understanding & buy in	Delivers best in class performance	Be able to manage the performance to improve outcomes for most individuals and teams	Encourages and empowers others	Coaches mentors and trains
Has a proactive collaborative approach	Works independently & makes creative decisions	Promotes team culture of exemplary CR	Uses various techniques to get buy in	Delivers high performance consistently	Takes team to next level & focuses team of continual improvement	Values and solicits input to promote team co-operation	Gives feedback to encourage
Supports and engages with others	Demonstrates creativity & initiative	Creates meaningful customer relationships (CR)	Effectively adapts message for maximum impact	Delivers consistently	Improves performance of team through goal setting and feedback	Sets positive team expectations and shows respect	Gives reasons to support others learning
Responds to others in a positive manner	Addresses current opportunities and problems	Has a customer perspective on issues & projects a positive manner with customers	Successfully engages in communicating with others	Achieves all set tasks	Sets challenging SMART goals to improve performance of individuals	Co-operates and is a good team member	Expresses positive expectations of people
Building Relations	Entrepreneurial orientation	Customer orientation	Persuasive communication	Results orientation	Managing Performance	Fostering Teamwork	Developing Others