

# BFSU International Course Centre

IGCSE and A Level teacher recruitment brochure



# Group Overview

## BFSU International Course Centre

With Beijing Foreign Studies University's distinguished faculty resources and rich teaching resources, as well as partnership with overseas schools, universities and educational institutions, BFSU International Course Centre provides international courses as a pathway for Chinese senior high school students to overseas undergraduate studies.

As an associate partner of Cambridge International Examinations (CIE), BFSU International Course Centre runs full-time IGCSE and A Level programmes. It is also an AP exams centre authorised by the US College Board and the National Education Examinations Authority (NEEA). By the year 2016, it has established five International Course Centres respectively in Suzhou, Beijing, Ningbo, Rugao, and Hangzhou.

## Our Programs

ICC programs operate in our privately branded schools where we focus on delivering a 3-year full-time IGCSE and A Levels curriculum to high school students with an interest in going abroad for their tertiary education. As a Cambridge International Examinations associate partner, BFSU International Course Centre directly oversees the creation of new BFSU-branded A Levels high schools, designing the curriculum for each of these schools, and ensuring examinations follow relevant CIE procedures and policies.

Courses taught at our schools, for both IGCSE and A Levels, include:

- English as a Second Language
- English Literature
- English as a First Language
- Mathematics
- Additional Mathematics
- Physics
- Chemistry
- Biology
- Computer Science
- Chinese First Language
- Economics
- Business Studies
- Art and Design
- Design and Technology

Our international enrichment programs are designed to fit within the Chinese national curriculum and provide students with an introduction to international education through proprietary English, Art, and Science classes. The purpose of these programs are to ensure that students in the public school system have the skills and knowledge necessary to compete in a global market, and to be better prepared for international high school should their families decide to take that path.

## Our Schools

Starting in the 2018-19 Academic Year, we will be operating 5 ICCs throughout China. Our headquarters on the Beijing Foreign Studies University campus in Beijing, one brand new, purpose-built school in Rugao, one public-private partnership in Ningbo and two existing schools in Hangzhou and Suzhou.



### Beijing campus

The Beijing campus is operated in the heart of the main campus of the university that started it all. While space is shared with the university and its 6,000 students, ICC students have the opportunity to access most campus resources and learn in state-of-the-art classrooms complete with interactive whiteboards and mobile computer labs.

Given our roots as an elite university with very high entrance requirements, we have borrowed this philosophy and applied it to the admissions process. Students and families who want their student to study on this campus go through a rigorous examination and interview process to identify students with the best chances for succeeding in their IGCSE and A Levels courses.

Specifically, we examine a student's raw ability to operate in English, their math and science scores, and interview the students and parents face-to-face in order to identify students and families with a positive mindset and proper motivation.

The result is a student body that is prepared for the rigors of a high school education in a second language.



### Hangzhou & Suzhou campuses

The Suzhou campus was our first BFSU-branded school and construction of this beautiful K-12 campus was completed in 2014, a few months before the first classes began. Similarly, the Hangzhou campus was completed in the summer of 2017 with classes starting in September. Both campuses were designed to be minor architectural wonders in their respective areas, and include state-of-the-art sports facilities, fencing halls, student-managed gardens, among many other amenities.

Students in both of these schools go through the same rigorous entrance examination as in Beijing, and the results have been positive. Student teams from Suzhou have been represented and won prizes in international science competitions hosted in London and Boston, and Suzhou students have been receiving offers from top 30 UK universities and top 100 US universities.

## Faculty and Administration



### Rugao campus

Construction at the Rugao campus is scheduled to be completed in April 2018, with first classes scheduled for August/September of the same year. This school will be unique in the sense that it will be our first schools with a 4-year high school program.

Operating with the knowledge that students in China's second and third-tier cities have access to fewer quality international education programs, we expect that next years' students will need extra English language support and time to properly engage in their courses. To this end, students who would not normally fit our entrance requirements will have the option of entering the 4-year program to get the most out of their education.



### Ningbo campus

As a BFSU experimental base, the public school in Ningbo has run a highly successful AP program for the past 5 years. In cooperation with BFSU International Course Centre, the Ningbo campus will be offering our CIE IGCSE and A Levels courses starting in the 2018-19 academic year.

The Ningbo campus has a long history of success and it attracts the best students in Ningbo and the surrounding areas. The major difference for International Course Centre teachers in Ningbo will be that there will also be an AP program running on campus and some students might be taking classes from both programs.



BFSU International Course Centre is headquartered in Beijing and manages the staff and teachers in all of our schools, and the teachers working in the enrichment programs. Grades 1-9 are operated by local public school management and staff. Across our 3 current locations for the 2017-18 academic year, BFSU International Course Centre employ 52 subject teachers, 12 teaching assistants, and a myriad of foreign and local management and support staff.

For the academic teams, of the 52 subject teachers 25 are foreign nationals with teaching licenses, advanced degrees, and an average of 12 years teaching experience in an international setting. Of our Chinese teachers, 85% have completed their post-graduate education in the UK, Australia, or the United States, 100% have at least a Masters degree and the majority are working through or have recently completed their iPGCE or equivalent certification programs.





# Position Overview

## Subject Teacher

Simply put, subject teachers at BFSU International Course Centre are responsible for the education of the students in their classes. This includes: managing the delivery of the subject content consistent with the most recent CIE syllabus and students' ability, developing teaching resources, learning aides, classroom activities, and homework assignments. Teachers are also expected to provide regular update performance records regularly, attend team meetings, and support the admissions process.

Some teachers may offer or be asked to lead after school activities and/or international competitions based on their specific skill sets and student demand.

### Required Qualifications

- Bachelor's degree in a field related to the subject taught
- 120 hours TEFL/TESOL certificate (English as a Second Language teachers)
- 2 years' teaching experience

### Preferred Qualifications

- Masters degree or higher in a field related to the subject taught
- A government-issued teaching qualification
- CELTA/DELTA certificate (English as a Second Language teachers)
- 5+ years' overseas teaching experience

### Personal Attributes

To succeed as a teacher in any environment, a positive attitude, patience, and the ability to think on your feet are required. No two classes will ever be the same and you will need to overcome the different challenges students have every day. These are also essential qualities outside the classroom, and are especially necessary when living overseas in an environment where everything is new: the culture, the language, the food, the sounds and smells; China is a very unique place and these three qualities are needed to adjust to life here successfully.

### Work Load

Subject teachers are expected to work a 40-hour week, with a maximum of 22 class periods per week. Class periods include subject classes and after school activities. A typical subject period is 45 or 50 minutes, depending on the campus' schedule. When a teacher does not have classes, he or she would be expected to be planning classes, attend team meetings, and hold office hours for students or parents.

Generally, school is open from Monday to Friday during the school year. However, there are times in the year where more experienced teachers may be asked to support the admissions process on the weekend; these events are voluntary.

### Salary and Benefits

BFSU International Course Centre uses the same salary scale for all of its campuses, although specific benefits may change depending on the campus a teacher is working at due to the unique school environment.

Generally speaking, contract benefits are divided into 5 parts:

**Salary:** between 20,000 to 35,000 RMB depending on experience, qualifications, and additional responsibilities

**Medical Insurance:** standard accident and life insurance is provided

**Paid Holidays:** all Chinese national holidays, a 6-week summer vacation, 8-10 day Christmas/New Years' holiday

**Housing:** either a housing allowance is paid or free accommodations are provided

**Other:** annual airfare reimbursements to/from your home country, phone/travel allowances, professional development reimbursements

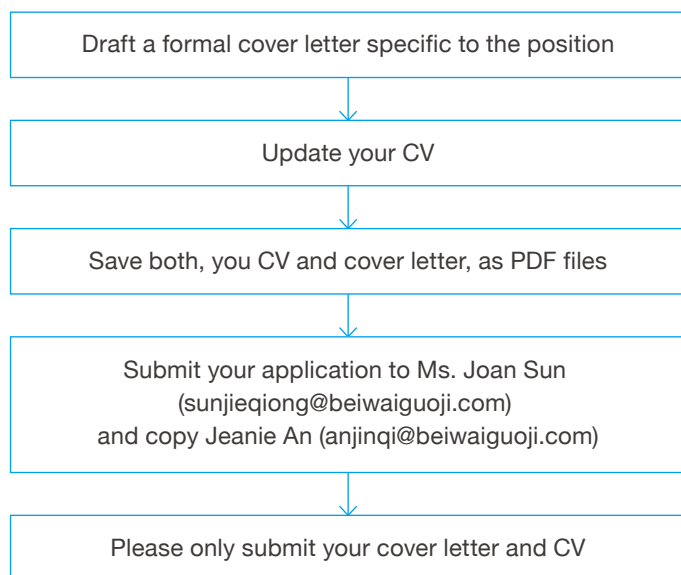
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## Application and Interview Process

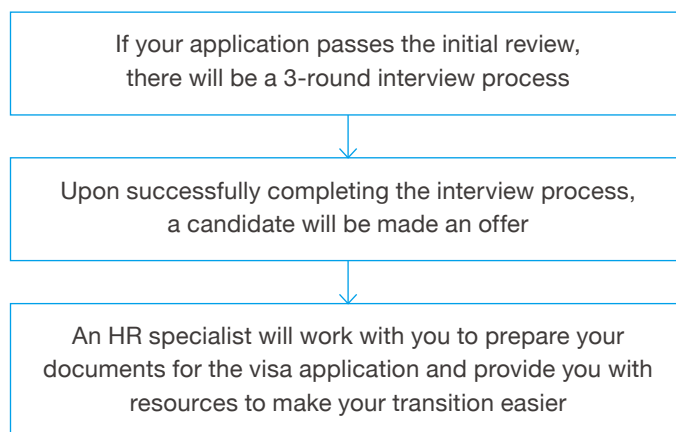
### Application deadline

March 1, 2018

### First Steps



### Next Steps



**For the 2018-19 academic year, teachers will be expected to be in China in early August for orientation and training.**