



Position Vacancy: BISS Teacher Training Institute Teacher Trainer

BISS Teacher Training Institute (formerly Chaoyang English Project) is looking to recruit a Teacher Trainer for a high profile government-backed English Language Project in Beijing, China.

Trainer Duties may include:

- Supervision cycle: planning support, observation and feedback for teachers
- Regular training sessions for groups of foreign and local teachers working in primary and middle schools
- Reporting and reflection: weekly updates and summary reporting
- Development and review of training and assessment materials
- Assessment and reporting of student progress

Salary & Conditions:

- Competitive salary commensurate with qualifications & experience
- Housing & airfare allowances
- Medical insurance & work visa provided
- Monday - Friday week, office hours

Trainer Qualifications & Requirements:

1. Native or bilingual proficiency in English
2. Foreign passport holder, with extensive experience living in an English-speaking community
3. University Degree
4. Cambridge DELTA or equivalent ELT qualification
5. Must have a minimum of 5 years' post-degree teaching experience (English teaching/training experience in China/Asia preferred)
6. Some experience or background in primary or middle schools is desirable
7. A passion for contributing and making a difference through education
8. Attributes such as patience, teamwork & collaboration, strong communication & presentation skills and a positive attitude.

Please visit our website (www.biss.com.cn) to familiarize yourself with BISS and the BTTI. If you feel you fit the desired profile, please send a **cover letter** (*maximum 2 pages*) and **CV** (complete with a passport-sized photo and contact details of three referees, one of whom is currently your direct supervisor) to the following email address: **kbochen@biss.com.cn**

*Note: Please do not apply if you do not have any of the **required** qualifications or experience, as your application will not be considered.*

Please do **not** submit supporting copies of degrees or written references at this stage. Contact Kate Bochen, Head of Programme (kbochen@biss.com.cn) if you have any difficulties with the online application system.

Applications will be processed as they are received, and shortlisted candidates will be interviewed in person or via Skype depending on location. *Please note we will appoint the ideal candidate as soon as they are identified, so applicants are advised to submit applications as soon as possible to ensure consideration.* An announcement will be made on the employment page of our website when the position has been filled.