



WELLINGTON  
COLLEGE  
INTERNATIONAL SCHOOL BANGKOK

## Job Description

### Wellington College International School Bangkok ('WCIB')

Position:	Assistant Learning and Teaching (ALT)
Reports to:	Head of Junior School / Class Teacher
Collaborates with:	Other Junior School ALTs
Oversight:	-
JD updated:	May 2024

Wellington College Bangkok opened in August 2018 and has quickly gained a reputation for being one of Bangkok's leading international schools. Currently the School has 800+ students aged between 2 and 16, across Pre-Nursery to Year 11. In August 2024 we will open a Sixth Form for students aged 16-18 and the eventual plan is to accommodate 1500+ students.

The school's facilities are world-class with a beautiful modern design and appearance which incorporates the distinctive features of Wellington College, Berkshire, and elements of Thai culture. The buildings are set amidst a large, 70-rai beautifully designed campus in Krungthep Kreetha, an area midway between Bangkok city and Bangkok International Airport, right next to the expansive greens and fairways of the Unico Grande Golf Course. In 2021, the new Senior School building (the first of two) opened – a spectacular and extraordinary development which confirms Wellington as the most dynamically progressive and educationally significant new school in the region. The second Senior School building will open in 2026 and new sports fields and tennis courts will open during the course of the first half of Term 1, 23-24.

We offer the English National Curriculum leading to IGCSEs at the end of Year 11 and A-levels at the end of Year 13. Wellington College Bangkok was the first school in the world to gain full COBIS Patron's Accreditation within the first year of operation, and subsequent full membership of FOBISIA and CIS. In 2021, the new Senior School building (the first of two) will open—a spectacular and extraordinary development which confirms Wellington as the most dynamically progressive and educationally significant new school in the region.



WELLINGTON  
COLLEGE  
INTERNATIONAL SCHOOL BANGKOK

We follow the educational philosophy of Wellington College – founded in Berkshire, England in 1859. We offer pioneering education to serve and help shape a better world. Our identity is summed up thus – **Inclusive, Independent, Individual, Inclusive, Intellectual.**

**Roles and Responsibilities:**

- Work in collaboration with, and is managed by, a specified Teacher for the daily planning and implementation of the School’s programs of learning.
- Delivery of the curriculum and contribution to the development of students’ understanding, knowledge and skills in any or all areas of school life.
- Provide support for students, the Teacher and the School by developing and utilising advanced levels of knowledge and skill when assisting with planning, monitoring, assessing and managing classes.
- Assist in the maintenance and development of the School’s academic standards, preparation and evaluation of lessons and learning materials.
- Contribute to the planning and provision of opportunities for students to learn in out-of school contexts in line with the School’s policies and procedures.
- Run small group lessons and interventions as required, such as the RWI programme.
- With teachers, evaluate students’ progress through a range of assessment activities.
- Contribute to programs of observation and assessment as planned by the teacher and provide reports, evaluations and other information to assist in the provision of appropriate support for specific children.
- Support and guide other less experienced ALTs’ work in the classroom when required and, as appropriate, lead training for other ALTs.
- In collaboration with the Teacher, foster and maintain constructive and supportive relationships and communication with parents, exchanging appropriate information, facilitating their support for their child’s attendance, access and learning.
- Provide physical support and maintain personal equipment used by the children at the school. Administer medication as sanctioned by School policy.



WELLINGTON  
COLLEGE  
INTERNATIONAL SCHOOL BANGKOK

- Take an active role in the House system, as determined by the Head of Junior School.
- Supervise students in the playground and oversee break-time and/or after-school activities or childcare.
- To undertake any other duty considered appropriate for the role.

### **Requirements:**

- Bachelor's Degree in an Education related field.
- Experience of working in schools and young children or relevant experiences preferred.
- Enthusiasm, flexible with energetic, excellent communication and interpersonal skills
- Good relationships with students, teachers and parents
- Familiar with all Microsoft Office products
- Fluent spoken and written English
- Candidates will be expected to comply with School Child Protection and Safeguarding Policy

### **Safeguarding and Legal**

Please note the College's positions are subject to an enhanced Criminal Records Bureau. The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Wellington College International Bangkok is also committed to equality and diversity. Candidates should be aware that all posts in the College involve a degree of responsibility for safeguarding students.

### **Application**

If you are interested in the position, please send together with a letter of introduction and an up-to-date CV, including the names and contact details of three referees, should be sent to [recruitment@wellingtoncollege.ac.th](mailto:recruitment@wellingtoncollege.ac.th)