



Phuket Has Been Good To Us Foundation

JOB DESCRIPTION: Volunteer Teaching Fellow

The **Volunteer Teaching Fellow** reports directly to the Director of Operations and to the Senior Teacher, and will be responsible for running or assisting the designated classroom(s) in accordance with the English language curriculum.

This is either a 5-month or 11-month contracted volunteer position, preferably 11 months. It starts with the beginning of the Thai school year on 1st May 2018.

Introduction: The School System in Thailand

The government school system comprises both compulsory and voluntary education for Thai students. Nine years of education are required for all Thai children. All children begin primary school at six years of age, but some begin in kindergarten at an earlier age, either at the elementary schools or in nursery schools sponsored by the local administration organizations. Public elementary schools teach two years of kindergarten and six years of basic education.

Lower secondary education (junior high school, grades 7 - 9) is taught either in an "expanded opportunity" school (elementary schools with a lower secondary education classes added) or in "true" secondary schools, which educate children from grades 7 - 12. These "true" secondary schools tend to be in urban locations, whereas the "expanded opportunity" schools tend to be rural.

For children who complete the ninth grade ("secondary grade 3", as it is known in Thailand), two tracks are available. Those children interested in continuing academic studies will attend upper secondary school. Most provinces have at least one upper secondary school per district. Children interested in a vocational track, will attend a vocational, technical, or agricultural school. The vocational track will provide students with an equivalent high school certificate, or if the student attends for two additional years, he or she will earn an associate degree. Some vocational students even continue to attend college.

Colleges of varying quality levels are available for students all over the country; Phuket has a "Rajabhat" university and several are available in the lower south of Thailand. Another track that is available to Muslim children is the religious school. There are several religious high schools in Phuket and Southern Thailand. In areas where there are significant concentrations of Muslim children, the public schools provide classes in Islamic and Koranic studies.

Work Schedule

PHBGTU currently works in 3 schools in Phuket:

- Rajaprajanugroh no.36 (Kamala School)
- Anubaan Kamala School (AKS)
- Kalim School

Usually schools are in session from 8:30 am to 4:30 pm, from Monday to Friday. Classes do not always run back to back, so there might be breaks in the school day in which teachers can work on planning or resource. Teachers may teach in any of the 3 schools we work with from 3 to 5



classes each day. Each teacher is assigned 6 classes in total from three different grade levels. Our teachers have three hours with each class per week. The school year runs from May to end of September, with a one month break, and then continues from November to end of March.

Our Students

As in any country, the students in our educational programs come from hugely varied social backgrounds. Some live in a supportive family unit or extended family, others live in situations that may include neglect and abuse, and some live at the schools.

Most of our work is at Kamala School, where students receive their education on the same site from the age of 5 to 18. Also called Rajaprajanugroh no. 36, it is one of the 38 special schools that the King's Foundation has founded throughout Thailand to help children in especially difficult circumstances. "Rajaprajanugroh" means mutual help and support (Anugroh) between the King (Raja) and the people (Praja). Most of them are boarding schools, all free of charge.

Besides the usual English Program at Kamala, the Foundation is particularly invested in these residential students by increasing their quality of life in addition to providing them with further English skills that will assist them in finding employment. That is why we run Coconut Club, an after school program focused at the 175 residential students. The program consists in one hour extra-curricular activities 4 days a week, plus swimming on Saturdays and group birthday parties 4 times per year.

Teaching Description Overview

- Develop teaching methods and lesson plans in line with curriculum objectives.
- Facilitate learning by establishing a relationship with pupils and by organization of their learning resources and the classroom learning environment.
- Develop and foster the appropriate skills and social abilities to enable the optimum development of children according to age, ability and aptitude.
- Evaluate (in oral and written form), record progress and prepare pupils for the Foundation's assessment tests, school internal tests and national tests.
- Link pupils' knowledge to earlier learning and develop ways to encourage it further.
- Challenge and inspire pupils to help them deepen their knowledge and understanding.
- Collaborate with other teachers to continually improve the Foundation's teaching methods and curriculum and the efficiency and effectiveness of the English program.

Roles and Responsibilities

Please note that this is an overall definition of the post. Discussions will take place on a regular basis with the Senior Teacher to clarify individual responsibilities within the general framework and character of the post.

- Teaching the English curriculum at a school designated by the Foundation;
- Taking responsibility for organizing the classroom and learning resources to create a positive learning environment, including its tidiness and cleanliness;
- Planning, preparing and presenting lessons that cater for the needs of the whole ability range within the class;

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80/14 Moo 3, Kamala, Kathu, Phuket 83150

Tel: (076) 278 146, Fax: (076) 341 534

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- Motivating pupils with enthusiastic, imaginative presentation;
- Maintaining discipline;
- Preparing and marking (grading) to facilitate positive pupil development;
- Meeting requirements for the assessment and recording of pupils' development;
- Providing feedback to parents on the progress of the Foundation's educational program and of students' progress, using a newsletter, contact with individual parents and any other means requested by the Foundation;
- Working with the Senior Teacher to plan and co-ordinate work;
- Safeguarding pupils' health and safety;
- Acting as a role model to students, in manner and appearance, dressing appropriately for the culture and expectations of the host school;
- Staying up to date with changes and developments in the structure of the curriculum and making suggestions to the Senior Teacher about how the Foundation's teaching methodology could be improved;
- Taking part in school events and activities that promote the Foundation's program outside of normal teaching hours, including managing at least one day a week with the 'Coconut Club' and regular Saturday swimming or art classes or other similar program designed to give students opportunities to practice their conversational English outside the classroom;
- Participating in opportunities for further training and professional development;
- Liaising with colleagues in the Foundation and in the school and working flexibly;
- Assisting with set up and attending fundraising events as and when required;
- To undertake any other reasonable tasks related to the post which may be required from time to time.

Code of Behaviour

- The volunteer should be aware that they are an ambassador of the Foundation, and that their public behaviour should be appropriate for someone who is in charge of children. Teachers are expected to use appropriate language at all times.
- Smoking and drinking alcohol are not permitted during working hours.
- Teachers are required to wear appropriate clothing as directed by the Foundation.
- Foundation teachers must not take on private students if such work interferes in any way with their obligations or performance of their duties in this position.

Post Location

The volunteer will be placed within any of the three schools in the Phuket province, as designated necessary by the Foundation. The head office of the Foundation is currently at 6/8 Nakatani Village, Moo 6, Prabaramee Road, T Kamala, A Kathu, Phuket, 83150 Thailand.

Skills & Qualifications

- Candidate must have at minimum a Bachelor's degree from an accredited university.
- TEFL/CELTA/TESOL certification strongly preferred.

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Vocational Opportunities
Through English

- Previous teaching experience, preferably in a government school setting, with TEFL experience.
- Clear and concise verbal communication skills, excellent writing skills and the ability to communicate effectively with people at all levels.
- Ability to handle multiple tasks, projects and schedules.
- Flexibility and adaptability to operate effectively in a fast-paced environment; evening and weekend work, as required.

Remuneration

This is a contracted volunteer position. The individual receives help with visa and work permit as per the need.

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