

## Job Description:

Position	Thai Teacher Lead (Junior School)
Line manager	Head of Thai and Head of Junior School
Managing	Thai Teacher (Junior School)
Dated	May 2025

Wellington College International School Bangkok is fully committed to safeguarding and promoting the welfare of children and young people.

This Job Description should be read and understood in conjunction with WCIB Teacher Job Descriptions, the WCIB Teacher Standards, the Staff Handbook and the teacher's contract.

### 1. Aims of the Role

The Thai Teacher Lead (Junior School) is a key leadership role responsible for overseeing the academic, pastoral, and operational aspects of Thai within the Junior School. This individual will ensure the delivery of a high-quality education that aligns with the school's mission, values, and curriculum standards. The role requires a dynamic leader who can inspire staff, engage parents, and foster a nurturing and inclusive environment for students.

### 2. Duties and Responsibilities

#### a. Teaching and Learning:

- Teach Thai language and Thai studies effectively to all primary aged children, supporting students with a diverse range of needs.
- Design effective and engaging lessons that support all children in their learning to make excellent progress.
- Set high standards for expectation regarding student outcomes and learning behaviours within the classroom.
- Develop a respectful and meaningful classroom environment in which all children are able to thrive.
- Ensure that all Thai displays are kept relevant in the school, celebrating the learning outcomes of students.
- Take part in all professional learning opportunities with engagement and the desire to learn.

- Undertake parent teacher meetings as required to ensure parents are kept fully informed of their child's learning and next steps.

**b. Leadership and Management:**

- Provide strategic leadership for the Junior School Thai department, ensuring alignment with the overall vision of the institution.
- Lead and manage a team of Thai teachers, fostering professional growth and collaboration.
- Develop and implement policies, procedures, and programs to enhance the educational experience for all children learning Thai in the school.
- Ensure that the full Thai team is involved with designing exciting and dynamic events that celebrate key events in the annual Thai calendar e.g. Loy Krathong, Wai Kru and Songkran.

**c. Curriculum and Assessment Oversight:**

- Ensure the development, implementation, and continual improvement of a robust curriculum that meets both local and international standards for the teaching of Thai.
- Monitor and evaluate assessment practices to maintain academic rigor and consistency.
- Collaborate with Thai teaching staff to analyse assessment data and inform instructional strategies.

**d. Academic Excellence:**

- Oversee curriculum delivery and ensure it meets educational best practices.
- Support teachers in implementing innovative and effective teaching methodologies.
- Evaluate and enhance teaching practices to uphold high academic standards.

**e. Student Development:**

- Promote a positive and inclusive school culture that supports the well-being and personal growth of all students.
- Address the diverse needs of students through differentiated instruction and support services.
- Take part in the enrichment programme and other areas of school life.

**f. Parent and Community Engagement:**

- Act as the primary point of contact for parents who have questions around the Thai curriculum, addressing concerns and fostering strong relationships.
- Organise and participate in school events and lead parent workshops sharing details of the Thai curriculum.
- Communicate effectively with stakeholders to promote the school's achievements and initiatives.

**g. Operational Oversight:**

- Manage the Junior School's Thai budget, resources, and facilities in collaboration with the administrative team.
- Ensure compliance with local regulations and accreditation standards.
- Undertake any other duties as required by the school and relevant to this role.

### **3. Requirements**

- Bachelor's degree and teaching license.
- Proficiency in both Thai and English.
- Experience teaching within an international school.
- Flexible and proactive.
- Ability to work as part of a large team.
- Positive and knowledgeable – a 'can-do' attitude is essential.
- Thoughtful and creative.
- Willing to work outside of 7.00 – 16.00 where necessary.
- Must be able to develop skills, processes, and always have a good attitude.

### **4. Safeguarding and Legal**

Please note the College's positions are subject to enhanced police clearance. 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.



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## 5. 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)