



St. Gilgen  
International  
School | SALZBURG  
AUSTRIA

*Path of Excellence*



# Teacher of German & Spanish as an Additional Language



APPLICATION PACK FOR AUGUST 2024



EVERY CHILD HAS TALENT, AND  
ST GILGEN INTERNATIONAL  
SCHOOL WILL DEVELOP IT

# Welcome to St. Gilgen International School



## JOIN OUR NEXT CHAPTER

St. Gilgen International School (StGIS) is a co-educational boarding and day school for students aged 9 to 18. Since the founding in 2008 we have seen consistent year-on-year progress and growth across the entire school.

In May 2016, ownership of the school passed to a foundation of parents of the school community (Privatstiftung). This ownership model harnesses our community spirit and drives us to work together in a continued effort to improve our already excellent school.

In recent years, under this ownership and governance model, we have grown our student numbers, become an accredited IB MYP school, successfully completed CIS and IBDP re-accreditation and put in place systems and structures to ensure our long-term sustainable future. As a school, we are now focused on going from strong to stronger as we write our next chapter together.

As such, now is the time to join StGIS and become a part of something uniquely challenging and rewarding.

St Gilgen International School is a **friendly** and **purposeful** place to work; we aspire to high standards in a low threat atmosphere of collaboration and mutual support.

"A GOOD EDUCATION PREPARES STUDENTS TO BE INDEPENDENT THINKERS, WHO ARE CONNECTED, CARING, INVOLVED, ETHICAL AND RESPONSIBLE"

**Martina Moetz**

*Head of School*



# Mission, Vision & Values



## THE PATH OF EXCELLENCE

### **We empower students**

Every student comes to us with their own unique knowledge, skills, energy and ideas. We provide our students with the tools and guidance to master their own educational path. However, we also recognize that young people need careful guidance and direction, and our small, safe and respectful community ensures that these essential conditions for learning are in place.

### **To reach their fullest potential**

We believe that every student has talent and St Gilgen International School will develop it! It is not enough to just have potential, our students are encouraged to work hard and to believe that they can achieve more and go further.

### **Have a positive influence on the world**

Our students will go out into the world, well prepared to be global citizens, who contribute, get involved, live responsibly and ethically, and build kind and caring communities.

### **To discover a lifelong love of learning**

To live a worthwhile and meaningful life, it is essential that our students never stop the process of learning. This is the legacy that they will take from St Gilgen International School – to always be curious, interested, adventurous and engaged. We strive to ensure that every student is equipped and supported on his or her individual *Path of Excellence* and we never compromise on our three promises: **Excellence in care**, **education** and **activities**.



# Our Location



## AN OUTDOOR & CULTURAL PARADISE

Austria is a beautiful country which is both safe and nurturing. A unique feature of our school is its idyllic setting embedded in the village of St. Gilgen on Lake Wolfgang.

The beauty of our environment allows us to enjoy **exceptional opportunities** for outdoor adventure, including mountain biking, rock-climbing and hiking as well as sports such as skiing, sailing and horseback riding. Indeed, in the winter months students (and staff) can ski and snowboard every weekend. Our staff and students benefit from a healthy lifestyle with fresh, clean air, away from the hustle and bustle of towns and cities.

St Gilgen's proximity to the rich cultural centre of Salzburg offers our community the opportunity to experience top-class music and theatre. In addition we can enjoy weekend visits to the art galleries and museums of the beautiful cities of Vienna and Munich. StGIS is located in the village that was home to Mozart's mother.

Transportation links via the international airports in Salzburg, Munich and Vienna mean that access is straightforward from global destinations; in addition, Salzburg is served by an excellent European rail network.



"LIVING AND LEARNING LOCALLY,  
THINKING GLOBALLY."

# Language Department

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JOIN OUR WORLD

The Modern Languages Department is a passionately creative and supportive Team. We offer German A Language and Literature, German Acquisition, Spanish Acquisition and French Acquisition. All students take German from the Primary Phase through to the end of MYP 5, either at mother tongue level or as a foreign language. From MYP 1, we add Spanish Acquisition and in MYP 4 to MYP 5 a choice between Spanish and French is possible.

In accordance with the IB guidelines, we structure our middle years in foreign languages into phases, taking the stage-not-age approach. This allows us to differentiate and focus on our students' individual skills and needs. At IBDP level, German A Language and Literature, Spanish, French and German B SL /HL and ab initio are offered. Students can also opt for a Self-Taught Literature course in their mother tongue.

Our curriculum focuses on strengthening skills and giving the students the tools to communicate and articulate themselves in all kinds of situations. We strive to ensure our students have and keep a life-long love for languages.



“IF YOU TALK TO A MAN IN A LANGUAGE HE UNDERSTANDS, THAT GOES TO HIS HEAD. IF YOU TALK TO HIM IN HIS LANGUAGE, THAT GOES TO HIS HEART”

Nelson Mandela

# Overview of Role



## TEACHER OF GERMAN & SPANISH AS AN ADDITIONAL LANGUAGE

- Teach German and Spanish as an additional language to groups of students across the age range, including IB MYP and IB Diploma level as determined by the curriculum needs of the school (up to 21, 50-minute periods out of 33 per week).
- Act as an IB Diploma Extended Essay supervisor and / or an MYP Personal Project supervisor.
- With agreement, teach an additional subject as required and appropriate.
- Work collaboratively with colleagues to plan and prepare conceptually driven units of study in-line with departmental and whole school curriculum aims and objectives.
- Fully contribute to Departmental and whole-school meetings, adding strength to the team.
- Plan appropriate opportunities for students to demonstrate what they know, understand and can do, and provide regular formative feedback to support learning, including through constructive self- and peer- assessment.
- Maintain accurate records of progress in-line with the school's Assessment and Reporting Policy.
- Report on student progress to parents as required by the whole-school Assessment and Reporting Policy.
- Promptly pass information to Mentor Tutors, House Parents and other relevant staff (and parents) when a student's effort or achievement is praiseworthy or giving cause for concern.
- Incorporate relevant out-of-class learning into the curriculum whenever possible.
- Ensure that the health and safety requirements of the department, and whole school, are adhered to in order to secure a safe working environment for staff and students.
- Contribute to whole-school duties as necessary and provide cover for absent colleagues if needed.
- Act as a Mentor Tutor for a small group of students' including oversight of the students academic and pastoral needs, providing necessary guidance, and liaising with relevant parties as appropriate. This includes involvement in the whole school Summit Sessions.
- Play a full role in the wider learning opportunities and care required of a 7-day a week boarding school, including co-curricular activities each week, and support in Boarding houses; this will entail evening and weekend commitments
- Any other reasonable duties at a level commensurate with the post, as directed by the Subject Leader and/or Senior Leadership.
- The overview of role here is indicative only; a full job description and terms are available on request.

# Qualities & Experience



## STRONG TO STRONGER WITH US

### Essential

- A relevant Bachelor's degree, recognized teaching qualification, excellent subject knowledge and passion.
- Alignment with our school Mission, Vision and Values, and the mission of the IB.
- A 'risk-taker' with a growth mindset.
- A relevant degree, and recognized teaching qualification / qualified teacher status.
- Creativity and professional rigour.
- A passion for, and willingness to contribute to, the school's diverse co-curricular program.
- Enthusiasm for being part of a busy 24/7 boarding school, including activities and evening / weekend commitments as needed.
- Excellent sense of humour, and a collaborative 'team player'

### Desirable

- A postgraduate degree (preferably in the field of Education).
- At least 2-years of teaching experience.
- Contribute to our English Support (EAL) provision
- IB Diploma and / or IB Middle Years Programme experience.
- Experience of teaching or supporting the IB Diploma Theory of Knowledge or Extended Essay; or MYP Projects / interdisciplinary learning.
- Previous experience working in a boarding school (or similar residential) environment.
- Current, clean driver's license valid for use in Austria.

### We Offer

- A 'close-knit' school community; built on strong relationships, where teachers, students and parents work together in a productive and purposeful environment.
- Inspirational location, excellent facilities, and stunning natural surroundings.
- A strong focus on professional development and growth within a collaborative atmosphere of **high standards** and low threat.
- The chance to live in a safe country with excellent public health care and other significant social benefits (including a good state pension scheme).



# Application Process



## JOIN OUR TEAM

To apply, please complete the Apply Now online application form via the TES website; alternatively, submit the following as one PDF document to our Human Resources Department ([humanresources@stgis.at](mailto:humanresources@stgis.at)):

- A letter of motivation (1-page of Arial font 11)
- A full CV without gaps
- The names and contact information for at least 2 referees, one of which should be from your most recent employer

Only those called to interview will be contacted. Long-list first round interviews will take place via video conference with the relevant Head of Department and SLT member. Short-list / second round interviews will involve a conversation with the Head of School and may also include a visit to StGIS in Austria if this is considered necessary.

Following the interview process, we aim to make a decision quickly and inform all short-listed candidates of the outcome as soon as possible. A 'verbal' agreement will be expected at this stage, to be followed by contractual arrangements. Please note We reserve the right to appoint before the closing date if an exceptional candidate is found.

### **Data Protection**

By submitting your personal data to St Gilgen International School as part of an application for employment, you consent to the lawful use of this data as reasonable and necessary within the normal expectations of the recruitment process. You also confirm that the personal data of any third parties (such as referees) is being provided with their consent.

### **Safeguarding and Child Protection**

St Gilgen International School is fully committed to maintaining the safety and wellbeing of our students; as such, any offer of employment is subject to our safe recruitment practice.





# St. Gilgen International School

SALZBURG | AUSTRIA

## St. Gilgen International School

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### Accreditation and Membership



### Scholarship Sponsors

