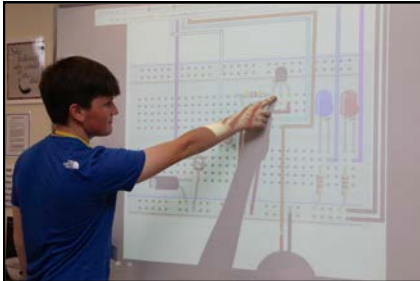**Job Description**
Coding & Tech Teacher

1. About us

Discovery Summer, with over **20 years' experience,** is a leading British Council-accredited provider of short summer courses in the UK. In our 2023 British Council inspection, we were awarded 12 strengths.

As a **student-focused company**, we create a safe, rich, and happy environment for children and teenagers to learn and explore during the summer.

Many of our **teachers come back year after year** – over 75% in 2024 - excited by the opportunities for personal and professional development while working on multi-talented, friendly teams.

2. Job Overview

You will be responsible for planning and delivering **high-quality lessons** on the Coding & Tech Academy.

Under your guidance, international students aged 11-16 years and with varying levels of English will develop **collaborative problem-solving** and programming skills. Through interactive projects using Raspberry Pi (4), they may be learning the **fundamentals of code, robotics and game design** for the first time or taking their skills to the next level.

You will assist with other duties e.g. wake up/bed time duties, meal time supervision.

This is an excellent opportunity to **develop your teaching skills** with international children and teenagers

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3. What we are looking for

Legal
- Hold a valid UK work permit by the start of your employment
- Aged 18 and over

Qualifications
- A first degree or working towards one in Computer Science, AI, or Robotics
- Teaching qualification (desirable)

You need to be able to:
- Provide a clear and accurate model of the English language
- Plan and deliver student-centred, interactive lessons where students learn through doing
- Apply classroom management techniques to ensure happy, focused classrooms
- Respond and adapt to feedback, be flexible

To succeed in this role, you should already have:
- Experience using Raspberry Pi (4)
- Experience teaching or mentoring children and teenagers in coding, robotics etc
- Experience working with multilingual / international children and teens (desirable)
- Previous experience in a residential setting (desirable)

We love working with people who are:
- Expert communicators and team players
- Genuinely enjoy working with children and teens
- Comfortable working in a fast-paced, intensive environment
- Excited about teaching and learning
- Highly professional, keen to learn new skills
- Ready to participate in activities and assist with pastoral duties
- Creative, energetic, and fun

4. All Discovery Summer staff must

- Commit to safeguarding and promoting the safety and welfare of all course participants (students, staff, English student hosts, staff, group leaders and Discovery Summer visitors) at all times

- Follow the staff code of conduct and guidelines in the Staff Handbooks regarding the standards expected in your job

- Act in a thoroughly professional manner to uphold the good reputation of Discovery Summer

- Follow our alcohol, smoking and substance abuse policy. As you are working with children, consuming alcohol and substance abuse are not permitted at any time on campus or during working hours. Smokers may only smoke in designated areas when off duty. Staff must be fit to supervise students at all times. Failure to abide by these rules will be treated as a serious disciplinary matter and could lead to immediate dismissal.

5. Work at a leading independent school

Shrewsbury School, Shropshire
Coding & Tech Academy
11-16 years

Staff Induction: Mon 30 June - Tues 1 July
Dates: Wed 2 July - Wed 30 July
Staff depart on Thursday 31 July

12 contact hours/week + admin + pastoral
Contract length: 2,3 or 4 weeks

6. Salary and working conditions

- You'll work 6 days a week
- You'll have one 24-hour period off per week
- You'll be asked to sign a waiver regarding the 48-hour working week

- You will have between 12 contact hours per week + planning, administrative duties, meetings and pastoral/supervisory duties

- Programmes are fast paced - expect the days to be long and the work to be intense

- You will be accommodated at the course centre, normally in a single room in a student residence with shared bathroms

- Whether you are on or off duty, you will always be expected to put the welfare of the students and staff first

- Dress Code: smart casual (i.e. no casual/ripped jeans, T-shirts, shorts or flip flops)

- From £795 per week (£710 + statutory holiday pay of 12.07%)
- One-off pre-course payment of £100 for planning a two-week syllabus (with Academic Manager)
- Full board accommodation is provided worth **£74.62 per week**
- Fully paid enhanced DBS check
- Two-day induction and training paid pro rata
- Work as part of a strong team - gain experience working with international students
- Opportunities for professional development e.g. regular INSET sessions on practical classroom activities, classroom management

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7. What we teach

Maximum class size: 12 international students + one English Student Host

Continuous enrolment – students arrive each week. Your class/level may change on a weekly basis

Students will be sent a pre-course questionnaire so you know a little about their Coding & Tech experience

Lessons will be mixed ability – students should always be working in pairs or groups and there should be a range of interactive projects on offer, suitable for all levels from beginners to advanced

Example projects

Turtle Graphics - Beginner: Create colourful animations using Python's Turtle module and grasp block programming concepts.

Digital Assistant - Beginner/Intermediate: Design and create an innovative digital assistant that incorporates loops, events, LEDs, sensors, and sound. Learn to debug your assistant by focusing on logical structures like 'if' statements.

Robotic Arms - Beginner/Intermediate: Using robotics equipment, discover the principles of mechanical design, electronics, and sensor integration. Assemble mechanical components, programme sensors, and apply your JavaScript programming skills.

Grow a Dragonfly Game - Intermediate: Create an engaging game where your dragonfly follows the mouse and grows as it eats mosquitoes. Master coding fundamentals like forever statements while enhancing your problem-solving skills.

Python Codebreaker - Intermediate: Explore cryptography by using Python to create and decode ciphers. You will define functions, utilise loops, and build a frequency analyser to decode secret messages.

Smart Mirror - Intermediate/Advanced: Build a smart mirror with customisable widgets to display the time, date, weather, and news updates.

Home Security Systems - Advanced: In this challenging coding project, learn about software development, hardware integration, and cybersecurity using Python to delve into the exciting field of home automation.

8. Role and responsibilities

Pre Course Preparation
- Read the staff handbook and contact Head Office with any questions
- Collaborate with the Academic Manager on your outline syllabus
- Check previous Coding & Tech Academy stock and submit a reasonable order for more if necessary
- Reply to emails from the Course Director (CD)/Director of Studies (DoS) so that we can get to know you and provisionally allocate you to classes
- Participate in the online 'getting-to-know-you' meeting (June, 2025)
- Arrive at the centre, for induction, with ideas and energy!

Teaching Duties
- Prepare for and teach your Coding & Tech lessons
- Ensure that clear learning outcomes are presented to learners at the start of every lesson
- Provide clear instructions to your English Student Host about how they can help in class
- Ensure that when classes are multi-level, those at higher levels are stretched and challenged
- Quickly respond to any feedback from drop-in/full-length observations or end-of-week presentations
- Maximise every opportunity for students to learn English and ensure students of different nationalities mix as much as possible
- Ensure students feel confident about presenting at the end-of-week presentations

Administrative Duties
- Produce lesson plans and attend teacher meetings
- Keep registers of attendance and record details of student behaviour and welfare on the DS Portal
- Produce handouts highlighting key terms, topics and further reading
- Make sure that student work is marked and representative of DS standards
- Ensure classroom displays are professional, fun and up-to-date
- Produce a weekly 'learning menu' and display it in your classroom
- Assist the Director of Studies with placement testing if required
- Complete a weekly academic report for each student

Pastoral Duties
- Attend and participate in daily staff meetings
- Carry out airport duty (meeting students at the airport, accompanying them to the course centre, checking students in on departure) as required
- Carry out any other reasonable duties e.g. help pack up the course centre as required
- Sleep in a room near students
- Do wake-up/bedtime duties as required (2-4 times per week)
- Supervise students on 'house nights' after excursions
- Ensure the safeguarding and welfare of students, responding sensitively to any pastoral matters

9. Next steps
- Read the Information for Applicants to find out about the safer recruitment process and pre-employment checks
- Apply with the 2025 online application form
- Contact Leonora leo@discoverysummer.com with any questions