



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, engaging English as a Foreign Language lessons for international children and teenagers**.

Lessons are **lively, interactive, and fun**. Learning activities help international students develop accuracy, fluency, and confidence in spoken English. You will also complete related lesson admin tasks (e.g. planning and marking) and assist with pastoral duties.

We aim for the **highest professional standards** in every aspect. Successful candidates genuinely enjoy working with young people to ensure they have an **unforgettable learning adventure**.

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 in any discipline (preferable)
- CELTA, Trinity TESOL, B.Ed/PGCE (Primary Education, English or MFL) or EFL Level 5 equivalent (other qualifications will be considered)

You need to be able to:

- Provide a clear and accurate model of the English language
- Plan and deliver student-centred, interactive lessons
- 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:

- Previous experience in a residential setting
- Experience working with multi-lingual / international children and teens

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
- Comfortable using online and digital systems e.g. Google Suite
- 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 leading independent schools



Benenden School, Kent

English Plus

Juniors: 8-12 years

Teens: 13-15 years

Staff induction: Mon 7 July - Tues 8 July

Dates: Wed 9 July - Wed 6 Aug

Staff depart on Thursday 7 Aug at 0900

20 contact hours/week + admin + pastoral

Contract length: 2,3 or 4 weeks



Winchester College, Hampshire

Global Young Leaders/English Plus (13-16 years)

Staff induction: Wed 2 July - Thurs 3 July

Dates: Fri 4 July - Fri 1 Aug

Staff depart on Saturday 2 August at 0900

21 contact hours/week + admin + pastoral

Contract length: 2,3 or 4 weeks



Shrewsbury School, Shropshire

Academies

11-16 years

Staff Induction: Mon 30 June - Tues 1 July

Dates: Wed 2 July - Wed 30 July

Staff depart on Thursday 31 July

20 contact hours/week + admin + pastoral

Contract length: 2,3 or 4 weeks

6. Salary and working conditions

Teacher EFL Band		Gross weekly salary for new staff Returners are paid a supplement
DELTA etc+ 5 years	1	£795 (£710 + 12.07% holiday pay)
5 years	2	£782 (£698 + 12.07% holiday pay)
3 years	3	£770 (£687 + 12.07% holiday pay)
1 year	4	£738 (£658 + 12.07% holiday pay)
Less than 1 year	5	£706 (£630 + 12.07% holiday pay)



- 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



- Depending on the centre, you will have between 20-21 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 bathrooms



- 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)



- 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. peer observation, Trinity GESE exam preparation
- Regular INSET sessions e.g. practical classroom activities, classroom management

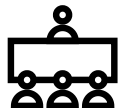
7. What we teach

English Skills classes

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

In exceptional circumstance, to correctly place students, this may be marginally exceeded

Topic-based classes (e.g. astronaut animals, British folklore, TV stars) develop core skills using grammar, reading, writing, listening and building confidence in spoken English



Students are tested on arrival and allocated to an English Skills class depending on level, age, nationality



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



Use a Discovery Summer Scheme of Work. Programmes are well-resourced e.g. hard copy course books, subscriptions to useful resources, and an in-house online resource bank (ORB).

English Workshops

Task-based lessons where students learn and develop by collaborating, discussing, researching, and creating.



Each week, teach a different English Workshop. Classes may be mixed ability. Students collaborate on a project - exploring content and language while developing new skills



Detailed plans for 50 Workshops e.g. Breakfast TV, Comedy Drama, Escape Room Design, Leadership in Action, Myths and Legends, NASA Explorers



The week culminates in an end-of-week presentation– a great opportunity to develop confidence in presentation skills

Use the local town/city as an extension of the classroom!



- **Shrewsbury** - Active English projects e.g. Visit the train station and find out train times, explore the town and create a timeline of Darwin's life.



- **Winchester** – City Challenge projects e.g. Food trails: discover British flavours in the market, Landmark visits: explore impressive museums & landmarks, City explorers: create audio tour guides

8. Role and responsibilities

Pre Course Preparation

- Read the staff handbook and contact Head Office with any questions
- 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)
- Access our online Schemes of Work (SoW) to see the extensive resources we offer
- Arrive at the centre, for induction, with ideas and energy!

Teaching Duties

- Prepare English Skills and English Workshop classes to an acceptably high standard
- Ensure that clear learning outcomes are presented to learners at the start of every lesson and ticked off to signpost learning during lessons
- Utilise English Student Hosts effectively
- Ensure lessons are engaging, relevant and fun; focusing on written and spoken English
- Prepare students for the end-of-week presentation
- Respond to feedback; the DoS regularly drops into class and offers ideas for development
- Maximise every opportunity for students to learn English both inside and outside the classroom
- Ensure students of different nationalities mix as much as possible
- Prepare students for the Trinity Graded Exam in Spoken English if required

Administrative Duties

- Produce lesson plans and attend teacher meetings
- Keep registers of attendance and complete a risk assessment (with DoS) if taking students off-site
- Record details of student behaviour and welfare on the DS Portal
- Make sure that work in student folders 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