



## **KITENGELA INTERNATIONAL SCHOOLS**

**"Excellence in Education"**

### **JOB OPPORTUNITY AT KITENGELA INTERNATIONAL SCHOOL**

We are a leading group of schools offering both British International Curriculum and the Kenyan System of education with branches in various counties. Due to our growth prospects and our strategic plan, we seek to fill the following key vacant positions with high caliber, self-motivated; result-oriented and experienced professionals to join our ecosystem.

**Job Title; Music, Art and Design Teacher (Creative Arts)**

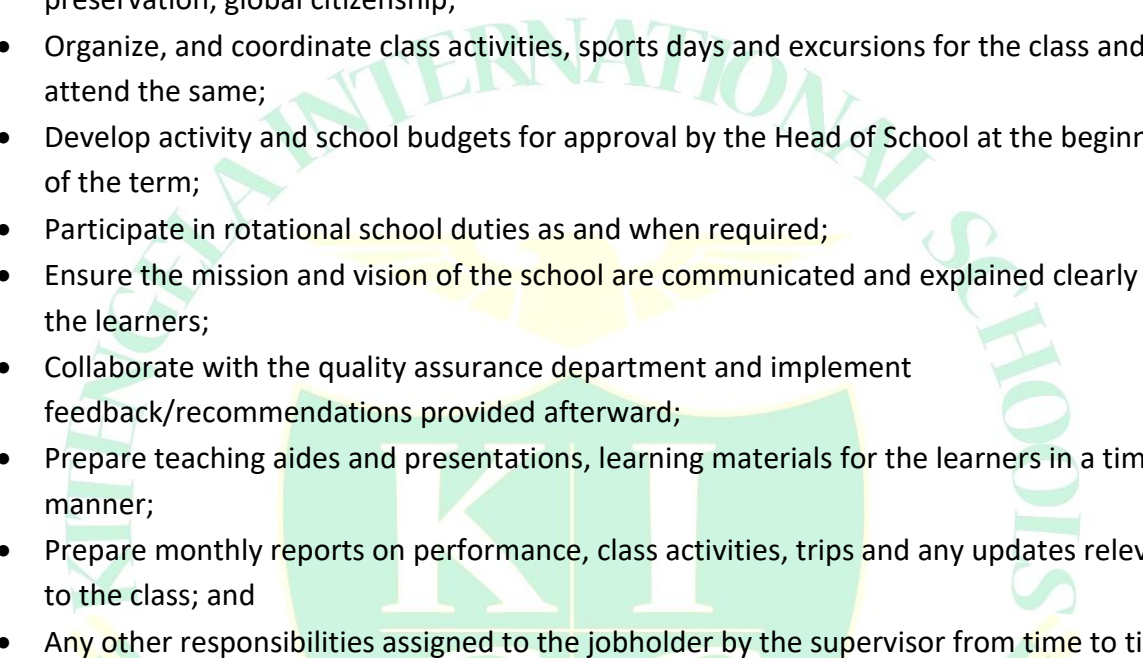
**Reporting To; Head of School**

#### **Job Summary**

The overall purpose of this job is to provide students with a safe and inclusive learning environment by designing and implementing appropriate learning instructions and activities that align with the curriculum and manage overall student discipline.

#### **Duties and Responsibilities**

- Responsible for the preparation of schemes of work and lesson plans for the section;
- Ensure smooth/seamless change-over from one activity/lesson to the next during class time;
- Develop and carry out assessment of the learners based on the content – both summative and formative in line with the term syllabus;
- Set exams, ensure they have been reviewed by the section lead, administer the same, mark and upload results into the system;
- Responsible for safeguarding the well-being of the learners both physically and emotionally;
- Escalate matters that are contrary to the expected learner behavior to the relevant office;
- Counsel and guide the learners as and when needed and escalate when higher interventions are required;
- Provide spiritual guidance to the learners according to the various faiths; ensure the learners attend their various religious classes as per the timetable;

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- Conduct remedial classes for those learners that have learning gaps or lagging behind in some areas;
  - Help to identify learners who have special needs and recommend interventions for specialized support;
  - Teach life skills to the learners on issues to do with relationships, environmental preservation, global citizenship;
  - Organize, and coordinate class activities, sports days and excursions for the class and attend the same;
  - Develop activity and school budgets for approval by the Head of School at the beginning of the term;
  - Participate in rotational school duties as and when required;
  - Ensure the mission and vision of the school are communicated and explained clearly to the learners;
  - Collaborate with the quality assurance department and implement feedback/recommendations provided afterward;
  - Prepare teaching aides and presentations, learning materials for the learners in a timely manner;
  - Prepare monthly reports on performance, class activities, trips and any updates relevant to the class; and
  - Any other responsibilities assigned to the jobholder by the supervisor from time to time

### Qualifications

- Bachelor of Education, Major in Music, Art and design or related field
- Must be registered with the Teacher Service Commission (TSC)
- Minimum of 3 years of teaching experience

### Desired Competencies and Attributes

- Must have ability to plan, organize, implement and evaluate departmental goals
- Must demonstrate ability to handle multiple and conflicting priorities, and work under strict deadlines.
- Must have strong written and verbal communication skills to work with students, parents, fellow teachers and administrators
- Must demonstrate ability to create and teach effective lesson plans related to the subject
- Must demonstrate subject matter expertise to teach the topics effectively

- Must have knowledge of behavior management strategies to keep students engaged and learning
- Must demonstrate Strong organizational and time management skills
- Must be Creative and with engaging presentation skills
- Must be confident in using technology to enhance student learning
- Must be resourceful and be able to teach effectively given the available resources and student skill levels
- Must be results-oriented with the ability to deliver the desired outcome

### How to Apply

Are you qualified for this position and are interested in working with us? We would like to hear from you. **Kindly send your cover letter and CV in PDF format quoting the job title** on the email subject to [hrm@kisc.sc.ke](mailto:hrm@kisc.sc.ke) not later than **10<sup>th</sup> June, 2025**. Shortlisting will be done on a rolling basis.

Due to the large number of applications that we receive, kindly note that only shortlisted candidates will be contacted. Kitengela International School is an equal-opportunity employer and does **not** ask for money from applicants under any circumstances during the recruitment process.

