



international schools

MLI INTERNATIONAL SCHOOLS

About us

Here at MLI International Schools we run several Junior Summer Centres across the UK and Ireland. We are an experienced, British Council accredited, organisation with over twenty-five years' experience in this business. We aim to give a positive, life enhancing experience to both our students and staff.

MLI currently operate 10 Summer centres throughout the UK and Ireland and we are continuing to expand year on year. We welcome over 5000 students in our centres in Edinburgh, Liverpool, Lancaster, London, Reading, Dublin, Galway and Limerick. We aim to deliver highly communicative English language tuition for young learners in which all the strands of the programme interconnect to create a dynamic overall experience.

The EFL Teacher Position

MLI EFL teachers have a native level of English competency – C2/CPE/IELTS 8 Level qualified to ACELS or British Council (BC) standards; thus, they will hold a primary degree or equivalent HETAC Level 7 or NQF Level 6/FHEQ Level H in addition to an ACELS or BC recognised TEFL certificate (CELT/CELTA/Trinity Cert TESOL)

We provide full academic support for teachers with a dedicated syllabus including supplementary materials; in addition to this, a full range of supplementary resource books will be provided. Teachers receive a training manual with syllabus, testing procedures and pre-excursion lessons.

Teachers are required to plan their lessons within the framework of the syllabus and maintain a lesson log and related administration.

All Teachers must have read and understood the MLI Policies and Procedures and be fully conversant with our policies for the welfare and protection of children. At all times whilst on duty, you are responsible for the care, welfare and safety of students whilst ensuring they are following school rules.

Main Responsibilities:

Teacher Role

- Teach English to a high standard, following our syllabus, with the emphasis on communicative skills and following a communicative approach.
- Be Punctual. Teachers are expected to arrive in the staff room 15 minutes prior to the start of lessons to ensure they are properly prepared.
- Dress professionally and present yourself in a respectable manner.
- Assist in the running of the Student Placement Test as directed.
- Complete documentation as required, including registers and daily lesson logs.
- Establish and maintain a professional relationship with students.



international schools

- Maintain a professional relationship with the all your colleagues, including the DOS.
- Be observed by the Director of Studies (DOS) or Senior Teacher, usually during the second week of employment, and take part in the employee appraisal system. Additional feedback may be given at the end of the course.
- Attend meetings as arranged by the DOS.
- Maintain proper records as directed by the DOS.
- Ensure classrooms and staff rooms are kept clean, tidy and safe.
- Return all books at the end of the day.
- Participate in one hour of paid CPD per week.
- Award certificates and complete end of course feedback for each student.

Welfare & Safeguarding

- All members of the residential team have student welfare duties on a rota basis to assist in the programme of student supervision that must be carried out in line with company policy.
- This will include mealtimes, free-time both on and off campus and night time duties on a rota basis.
- At all times whilst on duty, staff are responsible for the care, welfare and safety of students whilst ensuring they follow the rules.
- Complete safeguarding Level 1 basic awareness training online
- Have read and understood MLI safeguarding policy.
- Attend Staff induction day(s)
- Liaise with the Centre Manager to confirm the rota for supervision and pastoral care.

Other Duties – UK Only

- Assist with airport transfers and student arrivals and departures.
- Assist with centre administration as directed.
- Assist in closing the centre and returning equipment Head Office.
- Additional duties as required.



Personal Specification

Legal requirements: Eligible to work in the UK & Aged 18 years and over.	
Essential:	Desirable :
Ability to motivate and enjoy working with large groups of children/teenagers	Previous experience working with children/teenagers
Excellent communication skills and native or near-native level of fluency in English (e.g. CEF Level C2, CPE, IELTS 8)	Competent sports person with excellent knowledge of rules and organisation of sports/games
Enthusiasm and team player	Occupational First Aid Qualification
Excellent organisation skills	Previous Summer School experience
Ability to work in a high-pressure environment	Experience and interest in related subjects e.g. sports, drama, arts and crafts etc.
Degree or equivalent HETAC Level 7 or FHEQ Level H/NQF Level 6 and ACELS or BC recognised TEFL Cert (CELTA/CELTA, Trinity Cert TESOL).	Lifeguard / Coaching Qualification
Genuine interest in teaching and working with young students	Degree with DELTA/Trinity Dip TESOL PGCE TEFL/TESOL
Smart and tidy appearance	Can travel to centre (residential positions are available)
Flexibility, adaptability and ability to cope with changing priorities.	Ability to incorporate British Culture into classes and to create cross-curricular links

MLI International Schools is fully committed to the safety of the children who take part in our programmes. All contracted staff are asked to complete a DBS or PVG check and all applicants are required to provide two references. Reference requests will ask specifically whether there is any reason that you should not be engaged in situations where you have responsibility for, or substantial access to, persons under 18. You will need to explain any gaps in your CV. Evidence of eligibility to work in the UK must be provided at interview stage. Apart from in exceptional circumstances, the employee will be responsible for the cost of a DBS/PVG check.

This role meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974. All applicants who are offered employment will be subject to a Disclosure and Barring Service check before the appointment is confirmed. This will include details of cautions, reprimands or final warnings as well as convictions.