

Employment opportunity at The Gateway School of Mumbai
Position: IGCSE Business Studies teacher' & 'IGCSE EVM teacher

At Gateway, teachers invest time in understanding the unique profiles of individual students and think critically about the design of their lessons. Open-mindedness, creativity and collaborative approaches are essential to this design process.

Qualifications / Prerequisites:

- Bachelor/Master of Education/Science/Arts in relevant area
- English Language proficiency
- Openness and enthusiasm to learn
- Experience teaching the relevant IGCSE subject for at least 2 years

Job description:

1. Designing and setting up of classroom space - teaching materials, furniture arrangements, and overall learning environment, for the class to be conducted
2. [Designing annual plans and unit plans](#)
3. Designing lesson plans before each delivered class
4. Supporting homeroom teachers with design, maintenance, and presentation of appropriate IEP goals and educational reports for each child (only with relation to concerned subject)
5. Attending parent-teacher conferences, as requested by lead teachers
6. Proactively communicating with parents, and responding to their queries promptly (as per the parent communication protocols of the homeroom)
7. Fulfill all PD requirements, including workshops, book clubs, online courses, etc.
8. Attend all PLCs spaces i.e. collaborative meetings within department or school as required
9. Organizing and/or helping the school organize various functions
10. In addition to the above, performing all those functions that might be necessary in order to ensure that the school's services are of the nature and quality that will help fulfill its founding vision.

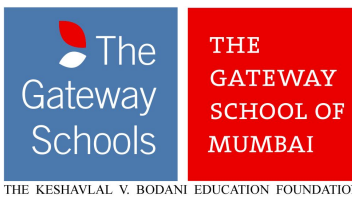
• Contract Terms:

Period: Minimum 2 years Full time position only (8am– 4pm, 5 days per `week);

Salary – negotiable

To apply for a position at Gateway, please send your resume to employment@gatewayschoolmumbai.org

Varsha Makhija
Co-Principal.



THE KESHAVLAL V. BODANI EDUCATION FOUNDATION