IB ADJUNCT (DP) JOB DESCRIPTION

An Adjunct Instructor for the IEC for IB Qualifications Programme (DP programme only) will provide support and guidance to programme candidates. Adjuncts are brought into the programme to ensure fluidity of programme information as it applies to subject specialty and to allow for students to interact with IB practitioners.

DUTIES

- Assist with in-class discussions, and assignments based on the subject specific DP.
- Provide input on instructor's assessment of grades for students based on participation, performance in class, assignments, and examinations.
- Assist with instructors on course curriculum.
- Advise students on how to be successful in class.
- Convey subject matter expertise to assigned students.

SKILLS

- Able to teach with ample real-world experience.
- Able to show confidence teaching and presenting to a class.
- Technologically confident with online teaching platforms.
- Understanding of curriculum design, pedagogy, and learning outcomes.
- The ability to communicate effectively and be sensitive to a diverse student population, representing the full spectrum of cultural, political, socio-economic and religious backgrounds.

BASIC QUALIFICATIONS:

- A minimum of a Bachelor of Education degree is preferred, and a degree within the subject discipline of education.
- Online teaching experience, preferably with Blackboard.
- Classroom teaching experience.
- Experience with the International Baccalaureate methodology.
- Expertise in the subject area of the course.

PREFERRED QUALIFICATIONS:

- IB Educator Network (IBEN) member
- Master's Degree

IB PROCESS ADJUNCTS FOR PYP/MYP

The purpose of this adjunct position is to provide the instructor with IB process support for the course.

- One IB Process Adjunct available per PYP/MYP course of 35-40 students, and only on request of the instructor.
- The only courses eligible for the appointment of an IB Process Adjunct Instructor are Curriculum Processes-PYP/MYP, Teaching and Learning-PYP/MYP, and Evaluation and Assessment-PYP/MYP.