**JOB OPPORTUNITY**

Phare Ponleu Selpak – meaning The Brightness of the Arts – is a Cambodian non-profit art school located in Battambang, empowering children, youth and communities through artistic, educational, social and community outreach programs since 1994.

## We are now seeking for a qualified Cambodian candidate to fill in the Part-time position of **English Language Teacher** based in Battambang province.

**POSITION SUMMARY**

The main responsibility of the English Teacher is to provide regular English class to students from Performing Arts School (PAS) and Visual and Applied Arts School (VAAS) of Phare Ponleu Selpak (PPS). He/she will be teaching students at different levels from level 1 to level 6 which are equivalent to other English schools. He/she has roles in the preparation of the course, planning of classes and the marking students’ work. On top of this, the teacher will also have to arrange some extra-curricular activities as required by the organization.

**Main Duties and Responsibilities**

* Organizing and delivering English class for students
* Advising student on career issues.
* Evaluating a students' class work and assignments.
* Preparing classroom and coursework materials, homework assignments, and handouts.
* Recording and maintain accurate student attendance records and grades.
* Classroom management.
* Developing English lesson plans in line with PPS school curriculums.
* Maintaining discipline in the classroom.
* Creating a vibrant teaching atmosphere.
* Working on other tasks assigned by the Education Manager

## **Requirements**

* **Bachelor’s degree of Arts (BA) in English Language and Literature**
* At least 2 years of experience in teaching English language
* Must be a good communicator, Energetic collaborator, and technology savvy
* Good knowledge of the four skills in English language
* Proficiency with Microsoft Office
* Planning and organizational skills
* Problem solving skills.
* Ability to stay calm under pressure and meet tight deadlines
* Must be able to work with people from different cultural backgrounds
* Commitment to the PPS’s vision, mission, and goals
* Adherence to the values and missions of Phare Ponleu Selpak.

Please submit your application with detailed CV and recent photo to PPS through contacts below by 6:00PM of April 18, 2022

Attention: HR and Administration Department

Anhchanh village, Ochar commune, Battambang city, Battambang Province, Cambodia.

Or

sareth.k@phareps.org

Short-listed candidates only will be contacted for interview.

All successful candidates must comply with PPSA child projection policy & code of conduct.