

French Teacher

Pour un Sourire d'Enfant (PSE) - For a Child's Smile is a non-profit organization founded by Christian and Marie-France des Pallières, operating in Cambodia since 1995. Its mission is to help children escape from destitution and lead them to decent, skilled and well-paid jobs.

Recognized by the local authorities, PSE is working in respect of the country with the Cambodians and thus supports sustainable development.

Six main programs – adapted to the needs of the children – have been developed: food, health, protection, education & schooling, vocational training and help for families.

PSE helps more than 6,500 children and more than 6,000 graduates from PSE Vocational Training program graduates have already successfully integrated the job market with a real qualified position. PSE employs more than 650 people in Cambodia (Phnom Penh mainly) and 6 staff at the headquarters in France. 400 volunteers in different countries are actively working on making the organization known through fundraising donations and sponsorships.

In 2000, PSE received the French Human Rights Prize from the French Republic.

Location: Phnom Penh, Cambodia

Starting date: 05/2024

Job description:

S/he will be responsible to teach students (GE / PSE-I) with General French Program (FLE) by providing the high quality of French teaching and implement any relevant curricular for students, and to support a designated curriculum of all French programs in PSE; maintain all documents to monitor and support the overall progress and development of students; be assigned to share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

Missions:

- Teach students with General French Program (FLE) by providing the high quality of French teaching and implement any relevant curricular for students, and to support a designated curriculum of all French programs of PSE:
 - Teach consistently high quality lessons in line with the designated school curriculum by using a variety of pedagogical techniques of student centered approach and assessment methods, and give feedback to students– assignments, quizzes, tests;
 - Evaluate and monitor student progress, plan and deliver schemes of work and lessons that meet the requirements record/report for teaching/class administration;
 - Be a role model for students, inspiring them to be actively interested in the major field by ensuring a high quality learning environment;
 - Maintain discipline in accordance with the school procedures by encouraging good practice with punctuality, professional behavior and responsibility and provide basic counseling to slow learners or learners with discipline problems by inspiring an active self-learning both in school and community;
 - Cooperate with the team to substitute for any leave in order not to let the students stay in the class without teachers which can affect the consequence of the course;
 - Update professional knowledge and expertise to keep up to date with development in teaching practice, methodology and the curriculum area of the school.
2. Maintain all documents to monitor and support the overall progress and development of students (admin tasks).
- Prepare and maintain teaching materials as assigned by Management;
 - Key in required documentation such as Attendance Registers, Homework marks, Assignment marks, Test marks, Reports in google drive file stream;
 - Record all students' profile under his/her responsibility so as to follow up and check their progress to help students fulfill their potential academically and morally and encourage students' physical and emotional development at PSE.
3. Be assigned to share and support the school's responsibility to provide and monitor the opportunities of the students for personal and academic growth.
- Complete the relevant documentation to ensure the effective/efficient deployment of classroom support;
 - Maintain appropriate records and provide relevant accurate and up-to-date information regarding to individual case of students when needed;
 - Maintain student discipline during self-study session, lunch break, napping time, flag honor and other assigned areas of the school;
 - And perform other tasks as assigned by the superiors.
 - Give presentations/lectures in staff development workshops as requested;
 - Participate in staff development opportunities, e.g. workshops, technical meetings, conferences, etc;
 - Participate in meetings as necessary: Class councils, Task/project meetings, monthly staff meetings etc.

Profile:

- Bachelor Degree of Education in French
- Pedagogy Certificate is required
- At least two-year experience in teaching Minimum
- Or pass PSE French Teacher recruitment test Fundamental understanding on psychology working with children, especially vulnerable ones
- Very good computer skill _ Microsoft Office Word, Excel, Power Point, Internet and e-mail
- Good interpersonal communication skill
- Level B2 in French language standart
- Strong in researching
- Must have pedagogic training
- Commitment to PSE's vision, core values and code of conduct
- Policy compliance and protection of children
- Patience, adaptability and ability to cope with change process.
- Ensuring timely, high quality results. Being a role model for continuous learning and improvement.

Status: Contrat local

Details and contact :

www.pse.ngo for comprehensive information concerning PSE

Applications with cover letter and resume should be sent to recruitment@pse.ngo

Recruitment team contact: 093 617 555 Telegram: <https://t.me/pserecruit>