

SEAL Teacher

Overview

Sujaya Foundation started in 2002 is now in its second decade. Our mission is to bridge the linguistic and digital divide in India by providing first-class education to the under-privileged. SEAL, Sujaya English Active Learning program targets our major goals. It is a curriculum based student driven tool which teachers can use as an effective teaching aid. It targets the 4 basic skills of language learning – listening, speaking, reading and writing.

Position Summary

The SEAL Teacher will be responsible for teaching, operating and managing SEAL in each of their centres in coordination with the City Manager. The SEAL teacher will be working and teaching from Monday to Saturday during school hours. The SEAL teacher is expected to be present on all days in which the school is open and/or students are present in the school.

Education and Experience

The basic qualifications we look for are:

- 1) Graduates in any respect
- 2) Fair grasp of English language
- 3) Basic computer proficiency
- 4) Knowledge of regional language will be an added advantage.

Key Responsibilities

- 1) Plan and conduct regular SEAL classes for all the students
- 2) Conduct regular assessments and tests to keep track of student performance
- 3) Troubleshoot basic issues that arise in the SEAL lab
- 4) Build and maintain a healthy relationship with school staff and administrators
- 5) Manage daily operations in school
- 6) Performing administrative duties such as filing, handling student data attendance and scores

Knowledge, skills and abilities

- 1) Effective time management, especially the ability to use the time in class effectively
- 2) Good instructional planning
- 3) Interpersonal and teambuilding skills; Positive attitude towards each child and parents
- 4) Versatility in teaching methods
- 5) Flexible and has tolerance for ambiguity and change
- 6) Ability to coordinate and work well with other staff

Compensation

- 1) Salaries would be competitive based on qualification, experience and city of placement
- 2) Reimbursement for classroom supplies will be provided on production of bills.

We currently have openings in Mumbai, Hyderabad, Aurangabad and Sangli.