



SHREWSBURY INTERNATIONAL SCHOOL

HONG KONG

Posting Date: 17.11.2023

Closing Date: 17.12.2023

Shrewsbury International School Hong Kong opened in 2018. A primary school, we provide almost 1,000 places for children aged between 3 and 11 years old.

Operating within a world-class and purpose built facility, students and teachers enjoy wide access to our swimming pools, sports hall, dance studio, gymnastics centre, auditorium and recital suite. These spaces, among others, have been designed bespoke for primary aged children.

The school enjoys an advantageous setting in Tseung Kwan O - easily accessible by road and MTR, it also benefits from the strongest of partnerships with Shrewsbury School in the UK (www.shrewsbury.org.uk).

Salary:

An excellent and internationally competitive package of benefits is offered under the terms of a two year contract.

Key Responsibilities:

The School Librarian will:

- Promote reading across the community;
- Manage and develop a stimulating, accessible and welcoming library space;
- Coordinate and monitor the borrowing and return of books to ensure the safeguarding of resources;
- Lead on the development, refreshment, cataloguing, processing, repair and weeding of books and other resources;
- Work with teachers to coordinate and lead regular class visits;
- Play an active role in the Co-Curricular programme through delivery of an Extra Curricular Activity and engagement in Battle of the Books;
- Support with the continual raising of standards of literacy across the school and the use of high quality texts across the curriculum;

- Play a leading role in the planning for and delivery of Book Week;
- Promote and support parent access;
- Line Manage a designated Library Assistant;
- Prepare and present a financial bid for the annual engagement of authors;
- Establish and nurture positive and productive relationships.

Professional Expectations:

The School Librarian will:

- Demonstrate a personal passion for reading;
- Enjoy working with young people of all ages;
- Have an excellent knowledge of children's fiction;
- Be able to structure extended interactions with visiting student groups;
- Have a good working knowledge of the Library Management System (Library CEO);
- Demonstrate excellent interpersonal skills;
- Have excellent organisational skills.

Child Safeguarding:

Shrewsbury International School is committed to Safeguarding and promoting the welfare of children. The successful candidate will be required to:

- Attend regular in-house child protection and safeguarding programmes and sign a Code of Conduct;
- Play a leading role in promoting and safeguarding the welfare of all students in the school;
- Report to the Designated or Deputy Safeguarding Lead any concerns they have for the welfare of a student;
- Report to the Designated or Deputy Safeguarding Lead any unsafe practices witnessed within the school as outlined in The School's Speak Out Policy;
- Keep professional relationships with students where personal boundaries are respected and maintained.

Requirements:

- International Child Protection Certificate (ICPC) prior to the start of contract;
- Formal proof of identity with photo ID (Original Driving Licence / Passport);
- 3 signed, confidential references (one of which will be from the candidate's current headteacher) before the start of contract;
- Verification of original qualifications.

How to Apply:

Applications will only be accepted through the full completion of a Teacher Online Application Form at: <https://www.shrewsbury.edu.hk/recruitment/vacancies>

Further Details:

Full details of the school are available on our website at <http://www.shrewsbury.edu.hk>.
Any queries should be forwarded to our HR Officer at: vacancies@shrewsbury.edu.hk