

Dresden International School (DIS) is a comprehensive school offering an all-day program. We offer an outstanding and continuous education from Preschool to Grade 12. The language of instruction and colloquial language is English. DIS aims to provide children and teens from throughout the world with an international education based on the International Baccalaureate programme and philosophy. Our school is unique as children can join in preschool and complete their education to university entrance in the same school. DIS sees it as its special task to promote understanding between different cultures and the individual talents of young people.

Would you like to work in an innovative and international learning environment? Are you interested in international education?

**We are looking for a part-time (20 hours a week) educator and team leader to facilitate learning outside our Preschool Programme from March 2025.**

## SCHOOL CARE COORDINATOR (PRESCHOOL)

**If you are a friendly and flexible person, have a heart for children and would like to provide them with a stimulating and engaging learning environment, we look forward to receiving your application.**

### **Responsibilities:**

- Provide responsive, collaborative and forward-thinking leadership and management of the School Care Programme on the Preschool Campus
- Supervise and support children aged 1 - 5 during the School Care Programme.
- Establish and implement school care routines that ensure School Care staff attend to the individual needs of each child.
- Assist the Primary Principal and Preschool Coordinator/Assistant Principal in the recruitment and supervision processes of School Care staff.
- Assist the School Care staff in planning activities and help organize related materials (e.g., role-play, arts and crafts) that promote multi-sensory and play-based learning.
- Create and communicate a staffing schedule for the School Care Programme and assign replacements for absent school care staff.
- Meet, communicate with and provide/arrange support, coaching and training to the School Care team.

**Profile:**

- Pedagogical vocational training or education qualification
- Has experience working with Kindergarten and/or Primary aged children
- Has working proficiency in English (German is useful but not required)
- Has first aid training (may be updated by DIS)
- Enjoys an international atmosphere and is committed to developing their intercultural competence
- Lives the DIS values of being open-minded, compassionate, committed, and having integrity
- Has a positive mindset, and a motivating, cooperative, and team-oriented leadership style
- Has developed communication skills and a proactive, restorative approach to managing conflict
- Is organized, resilient, and can manage a dynamic environment
- Is a learner, committed to continual development

**Working Time: 20 hours per week****We offer:**

- A cooperative, international, motivated team
- Compensation according to internal Preschool salary scale and qualifications in accordance with the current company agreement
- Excellent resources and modern, purpose-built facilities offering a variety of indoor spaces and play opportunities as well as a spacious outdoor area
- Internal and external professional development

**Have we raised your interest? Do you meet the requirements? Then we look forward to receiving your application.**

Please submit your application or inquiries to Mrs. Kathleen Werling (career@dresden-is.de) by 24 February 2025.

The school uses personal data only for the purpose intended. The data will be treated confidentially within the school administration and will not be passed on to third parties outside the school. This consent can be revoked at any time.

[www.dresden-is.de](http://www.dresden-is.de)