

RECRUITMENT GUIDELINES

IPS Hilversum is a leading international school in the Netherlands. Since 1986 we have grown and now cater to 450+ students aged 4 - 12 years old in early Years through to Group 8. We are fully authorised by the International Baccalaureate Organisation to offer the Primary Years Programme (PYP).

Our mission statement

Our mission at the International Primary School Hilversum, as an IB World School, is to develop internationally-minded global citizens, encompassing students of all nationalities through an inquiry-based approach, within the Dutch state system. We provide each student with a diverse, intercultural education in a safe, supportive environment that promotes self-discipline, agency, motivation and excellence in learning through the English language while drawing on multilingual resources.

The alignment of our school's mission statement to that of the three organisations: Stichting Primair Hilversum (STIP), Dutch International Schools Primary and Secondary (DIS) and the International Baccalaureate Organisation® (IB) is essential for us to maintain an individual identity whilst recognising the significant connections that are essential to our identity.

IB PYP authorised school since 2000

The International Baccalaureate® aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.

To this end the organisation works with schools, governments and international organisations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

We are supported by IB teachers and coordinators who develop and promote the IB's curriculums in over 5,000 schools globally every day, in over 150 countries around the world.

Stichting Primair Hilversum (STIP) www.stiphilversum.nl our local school Board that is responsible for 15 schools over 19 locations in Hilversum.

Dutch International Schools- Primary and Secondary (DIS) www.dutchinternationalschools.nl a national organisation responsible for international education in The Netherlands in English, within the Dutch educational programme and intended for specific 'international' target groups.

Child Protection

IPS Hilversum has vetting procedures in place for every candidate teacher who is offered a contract. IPS requires a criminal clearance check from candidates' home of origin and from at least the last country they have taught in. This is at the teacher's own cost. IPS also requires the candidate teachers to obtain a certificate of good conduct (VOG from the Dutch Justice

Department) for teaching in the Netherlands. The school also follows up with at least three referees in person from at least the last two schools in which the teacher worked.

Certification and experience

We search for top international teachers with valid teaching certification in their area of instruction, and who have certified teaching qualifications recognized by [DUO](#), the Dutch authorities and who are knowledgeable about the IB Primary Years Programme, to join our team. While previous IB training is not essential, it is preferable.

We are looking for the very best teachers who have a love of teaching and learning, a strong work ethic and an educational philosophy which matches ours.

Non-Discrimination Policy

IPS does not discriminate on the basis of race, color, religion, national or ethnic origin, sexual orientation, age, sex or marital status in its educational programmes, activities, and services or its employment practices.

Job description

IPS provides an up-to-date job description for all positions that are advertised.

IB LEARNER PROFILE

As all community members are learners the [IB learner profile](#) can be viewed through the eyes of all stakeholders including students, teachers and parents. The IB learner profile is not intended to be a description of a person, but rather of a journey in pursuit of international mindedness. We seek teachers who strive to be inquirers, knowledgeable, thinkers, communicators, principled, open-minded, caring, risk-takers, balanced, and reflective.

INQUIRERS

IPS teachers nurture their own and their students' natural curiosity. Learning is a life-long process in which learners engage with, and reflect upon, information and experiences in order to construct new or modify existing understanding, skills and dispositions. IPS is a dynamic, engaging, student-centered learning environment where teachers and students exchange ideas, construct meaning, share knowledge, collaborate and communicate. In the spirit of lifelong learning, teachers at IPS must be committed to personal professional growth, look for ways in which to develop their professional repertoire and to share their learning with colleagues.

KNOWLEDGEABLE

IPS teachers are required to develop their understanding of the concepts, ideas and issues that have local and global significance, that will support students in developing their knowledge and understanding of the IB PYP curriculum framework. Every year we search for inspirational and committed teachers to join our team, who have a valid teaching certification in their area of instruction, and who are knowledgeable about inquiry-based teaching and learning. While IB training is not essential, it is preferable.

THINKERS

IPS teachers collaborate with each other to design units of inquiry that engage all learners. They use a variety of differentiated assessment practices and understand how to interpret the results to inform delivery and further development of the curriculum. IPS teachers seek solutions through critical, creative and innovative thinking to problems that may arise.

COMMUNICATORS

IPS teachers use a variety of modes to communicate with students, faculty and the wider school community. They respect the confidentiality rights of others within the School community and also discuss issues objectively being mindful when communicating in public forums. Teachers joining this community are aware that IPS teachers collaborate and share in teams – they do not teach in isolation. IPS has a strong commitment to technology and teachers are expected to integrate authentic technology experiences into the learning programmes.

PRINCIPLED

IPS teachers understand that they represent the School within the local community, and as such, always act with integrity, honesty and loyalty to the School. They treat all stakeholders within the IPS community fairly, justly and respectfully. IPS vets every candidate teacher who is offered a contract. IPS teachers are expected to uphold professional ethics to the highest of standards.

OPEN-MINDED

IPS teachers encourage students to appreciate different points of views and have respect for cultures and traditions. Our faculty comprises educators from all over the world, which mirrors the diversity that exists within the student body. We expect our teachers to embody international mindedness through their words, actions and the learning experiences provided for students. IPS teachers value feedback and are open-minded about coaching and/or mentoring from colleagues.

CARING

IPS teachers recognise the differences among students and seek to meet their individual needs. They are expected to support student community service projects through 'action' in the PYP. Teachers also recognise that their colleagues bring different and special qualities to the programme and we want to maintain the harmonious working relationships that exist here. IPS staff enjoy cooperative working relationships with student-learning at the centre of our decision making process.

RISK-TAKERS

Our teachers look for ways in which to challenge themselves, and are not afraid to explore unfamiliar roles, ideas or strategies.

BALANCED

Like schools the world over, IPS is a busy school. We expect our teaching faculty to commit to learning activities with our students outside as well as inside the classroom. A strong work ethic is needed to be a successful teacher at IPS. Our teachers look for opportunities to balance their professional and personal lives; the Netherlands offer lots of opportunities to lead a well-balanced and healthy lifestyle.

REFLECTIVE

IPS teachers strive to appreciate and develop an understanding of the School's guiding statements. Teachers at IPS are accountable for student learning. The professional growth process asks teachers to reflect on their teaching practice and set annual individual SMART goals. IPS teachers have a creative and constructively critical approach to innovation; being prepared to adapt their practice where benefits and improvements are identified.