



RUAMRUDEE INTERNATIONAL SCHOOL

RATCHAPRUEK CAMPUS

999 Moo 4, Bang Krang, Muang Nonthaburi, Nonthaburi 11000 Thailand

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091-104-900

Ratchapruek Campus Vacancy Announcement

Position	Science Instructional Assistant	Starting Date	August 2019
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General Description

The Science Instructional Assistant will be responsible for working collaboratively with elementary science teachers to plan for and set up lab equipment for laboratory-based classes. She/he will be responsible for preparing equipment, setting up a system for chemical storage and safe disposal, and keeping an inventory of glassware, chemicals, and science materials. She/he also will assist in the ordering and distribution of science classroom materials as needed.

Position Details and Responsibilities

1. Demonstrates knowledge of classroom content and pedagogy in order to assist with teaching and learning in science classes.
2. Under the supervision of elementary school science, maintains clean, working laboratory preparation work areas for all classes
3. Establishes a communication system among science teachers to carry out the coordinating of classroom based laboratory experiences.
4. Assists science teachers in coordinating and implement classroom based laboratory experiences, and when appropriate assists teachers with the laboratory activities during a class.
5. In collaboration with the science teachers, orders materials for laboratory use in a timely fashion. Materials for the laboratories include chemicals, physics equipment, live materials and glassware.
6. Assists with the preparation of learning materials (e.g. photocopying, laminating, labeling, bulletin board setup, ordering supplies, etc.)
7. Actively shows initiative and/or seeks direction and helps with regard to assisting with teaching and learning
8. Interacts respectfully with all RISR community members and communicates with colleagues in a constructive and positive manner.
9. Understands and supports classroom management procedures, routines, and philosophy.

Position Details and Responsibilities

10. Enforces and ensures compliance with school regulations pertaining to safety and proper usage of school equipment and property.
11. Supports the overall work of elementary school science department
12. Performs other duties as assigned.

Qualifications and Requirements

- A bachelor's degree, preferably in education
- Teaching License (preferred)
- Experience supporting teaching and learning in a school setting
- Experience working in science laboratories (research, school or industry), preferred
- Excellent spoken and written English language skills
- For non-native speakers, an English Language Proficiency score from one of the following:
 - TOEFL®: iBT 80, CBT 213, or PBT
 - 550 TOEIC 690
 - IELTS 6.5
- Practical knowledge of IT equipment and software to support learning