



English Teacher

The Bukit Lawang Trust is a small charity run Education Centre, based near Bukit Lawang, Bohorok. The Trust provides English Education to local people, alongside Conservation Classes. We are looking for a new English Teacher to join our team, to work alongside permanent local staff and temporary international volunteers.

The English Teacher will be required to work from 1pm until 6pm – Monday to Friday. Lunch is provided on these days. They will also be required to assist at our annual conservation festival, which this year is the 21st-23rd of August 2020. The Teacher will have time off during Ramadan and Christmas holidays, as well as some other national school holidays.

The English Teacher is Responsible for:

- Planning and teaching English lessons to students aged between 5 and 19 on a wide variety of topics.
- Assisting international volunteers when they deliver English lessons, including teaching them how to plan lessons. Translating in these lessons as required.
- Translating for Volunteers who are teaching on our Conservation Programmes. This includes working as a translator on our Sustainable Enterprise Programme, which involves teaching businesses owners how to both improve their businesses and make them more sustainable.
- Translating for the Trust Volunteers and Managers as required in extracurricular activities, as well as in staff meetings.
- Assisting International Volunteers in settling into Indonesian Culture – teaching them both Bahasa Indonesia and alerting them to cultural practices.
- Ensuring that all students, staff and volunteers are safe and happy within the Trust – they must report any concerns about people's safety to the Managers.

Applicants must also be willing to:

- Promote Conservation and Sustainability in all their actions.
- Always represent the values of the Trust – which include treating everyone equally.
- Work as part of the wider Bukit Lawang Trust staff team, attend staff meetings on a weekly basis and assist in resolving any issues which the Trust faces.
- Work alongside people from different countries and cultures.
- Assist at weekend events occasionally if given enough notice.



Requirements:

- Must be fluent in both Bahasa English and Bahasa Indonesia, both speaking and writing.
- Must have teaching experience.

Start Date: The English Teacher will be required to start training on the **29th of May 2020**. They will spend one weekend (29th May – 31st May) training alongside International Volunteers. They will then begin helping in lessons on the 1st of June.

The English Teacher will have a trial period, from the 1st of June until the 26th of June. On the 26th of June 2020, if the Trust is happy with their performance, they will be hired as a permanent member of staff, however, they will continue training for the next two months. The salary for these 3 months of training is 400,000 per month. Once the training is complete, this salary may increase, dependent upon performance and the applicant's qualifications. Please remember however, that, as we are a charity, we sadly cannot pay our staff high salaries.

We encourage applicants who are genuinely interested in helping the community and in improving their own English by working alongside native English speakers.

Benefits of the Job: Free fitness classes, free lunch every working day, free drinking water, free Wifi at the Trust, the opportunity to improve English by working alongside native English speakers and to help the community!

To Apply: Please email your CV and Cover Letter to bukitlawangtrustcenter@gmail.com before the 13th of April 2020.