



Queen
Elizabeth's
School

GURUGRAM, INDIA



CANDIDATE BRIEF FOR THE APPOINTMENT OF

Modern Foreign Languages Teacher



Welcome Message

Thank you for your interest in joining Queen Elizabeth's School, Gurugram. I am delighted you're exploring the possibility of becoming part of our extraordinary journey. At Queen Elizabeth's Global Schools, we are doing something truly special. We are building an ambitious and inclusive family of schools inspired by the values and heritage of our founding school Queen Elizabeth's School, Barnet—one of the UK's most academically distinguished institutions. But while our standards are world-class, our mission is deeply human: to nurture confident, able, and responsible young people, who are ready to shape the world with both intellect and integrity.

We are unapologetically aspirational for every child and every colleague. That means we expect the best, but we also give our best. As part of our team, you'll find yourself surrounded by high-performing, like-minded professionals who support, challenge, and inspire one another every day. You will be empowered to lead, to grow, and to make a genuine impact. We are proud of the diverse and inclusive communities we are cultivating across our schools, and safeguarding is central to all that we do. This is a place where every individual, regardless of background, is seen, heard, and valued.

If you believe in the power of education to transform lives, and if you are excited by the idea of helping shape something exceptional from the ground up, we warmly invite you to take the next step with us.



Caroline Pendleton-Nash
CEO, Queen Elizabeth's Global Schools



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The School

At Queen Elizabeth's School, Gurugram, we proudly extend the distinguished legacy of Queen Elizabeth's School, Barnet—one of the United Kingdom's most celebrated academic institutions. Founded on centuries of tradition and intellectual rigour, our branch schools uphold an uncompromising commitment to academic excellence, character formation, and cultural enrichment.

Our vision is to cultivate dynamic, world-class learning environments where the next generation of confident, able, and responsible young people are shaped. We challenge our students to think independently, lead with purpose, and embrace a global perspective—all within a community that values tradition, discipline, and innovation.

By blending the timeless values of our founding school with the opportunities of a rapidly evolving world, we ignite curiosity, inspire ambition, and prepare our students to make meaningful contributions to society—as scholars, leaders, and changemakers.





The Opportunity

Queen Elizabeth's School, Gurugram is seeking an exceptional and passionate Modern Foreign Languages Teacher to inspire a love of languages and global cultures in our students.

This is an exciting opportunity to teach French and Spanish across the school within a vibrant, values-driven school that celebrates linguistic diversity. You will deliver dynamic, immersive lessons that spark curiosity, build fluency, and empower students to become confident communicators and culturally aware global citizens.

As a key member of our Languages Department, you will shape an ambitious and inclusive curriculum, lead engaging cultural initiatives, and contribute to our mission of developing confident, able, and responsible young people.

If you are an outstanding practitioner who brings creativity, high expectations, and a genuine passion for language education, we would be delighted to hear from you.

The Role

Job Title: Modern Foreign Languages Teacher
Reporting to: Director of Multilingual Programmes

Teaching & Learning

- Deliver engaging and immersive lessons across all levels, using communicative and contextual approaches to develop fluency in speaking, listening, reading, and writing.
- Teach in accordance with the Cambridge International Curriculum guidelines, ensuring that students are well-prepared for Checkpoint, IGCSE, and A-level exams.
- Foster an inclusive classroom where language acquisition is both joyful and rigorous, incorporating games, literature, film, music, debates, and real-life communication tasks.
- Integrate language-learning technologies and blended learning tools to enhance instruction (e.g., language apps, audio tools, Google Workspace, Padlet).

Curriculum & Assessment

- Develop differentiated lesson plans and materials to meet varied student needs and language proficiencies.
- Design internal assessments and prepare students for Cambridge benchmark exams.
- Maintain accurate records of student progress and provide regular, actionable feedback.
- Collaborate with curriculum leaders to develop a cohesive, vertically aligned language learning progression across school levels.

Cultural Engagement & Enrichment

- Lead or contribute to cultural celebrations, language-themed weeks, exchange programmes, or international days to foster global awareness.
- Organise events such as language clubs, film screenings, French café simulations, or student-led theatre performances.
- Encourage participation in external certifications or language competitions (e.g., DELF for French, DELE for Spanish, Fit in Deutsch for German).

Collaboration & Community

- Work collaboratively with colleagues across disciplines to support integrated, cross-curricular projects.
- Support pastoral care initiatives and contribute to a positive school culture rooted in respect, inclusion, and student wellbeing.
- Communicate effectively with parents regarding student progress, goals, and engagement.

Professional Development

- Stay updated with developments in modern language pedagogy and Cambridge International frameworks.
- Engage in school-provided CPD, attend relevant workshops/conferences, and share best practices with colleagues.
- Model lifelong learning and a passion for languages, inspiring students and staff alike.



The Person

Qualifications and Experience

- Bachelor's or Master's degree in Foreign Languages, Applied Linguistics, or related fields
- Recognised teaching qualification (e.g., B.Ed., PGCE, QTS, or equivalent)
- Familiarity with CEFR and Cambridge International language curriculum
- Minimum 2–3 years of experience teaching French, Spanish, or German in an international, bilingual, or Cambridge International Curriculum school
- Experience with examination preparation for IGCSE and/or A-level

Personal Qualities

- Strong pedagogical knowledge with ability to balance academic rigour and creativity
- Proficient with educational technology, collaborative tools, and online learning platforms
- Committed to safeguarding, inclusion, and the holistic development of students

The Package

We believe that outstanding educators deserve outstanding support. Our compensation and benefits package reflect our deep commitment to attracting and retaining exceptional colleagues who share our ambition and values. Subject to individual status, our package includes:

Salary We offer a generous salary aligned to our internal salary scale, which is based on qualifications and experience. This scale is reviewed annually by the Governing Body to ensure it remains competitive with leading international schools. The salary reflects our expectation that staff contribute fully to the co-curricular, pastoral, and house life of the school. A strong commitment to holistic education is at the heart of our professional culture.

Accommodation A housing allowance is provided for international hires to support a high standard of living.

Relocation Support For international hires, flights are covered for the employee and eligible dependents. A relocation/shipping allowance is included to ease the transition.

Annual Airfare Annual return airfare is provided for international employees and eligible dependents.

Medical Insurance Comprehensive medical insurance is provided for the employee and dependents (where applicable).

School Fee Remission Subsidised education for up to two children attending Queen Elizabeth's School, Gurugram.

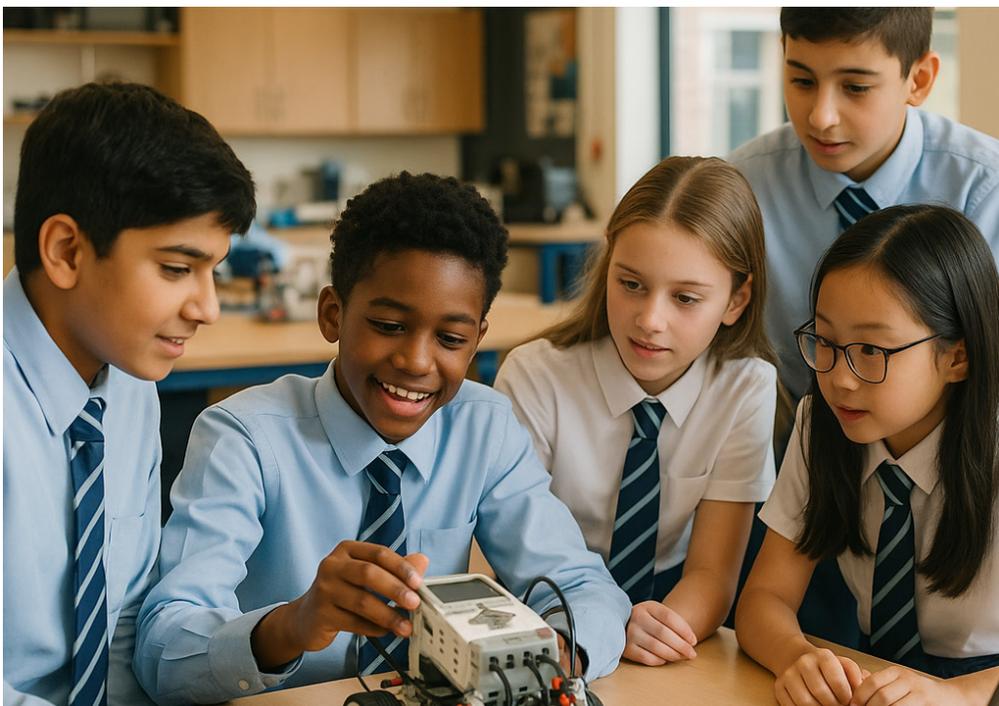
Gratuity End-of-service gratuity provided in accordance with local Labour Law.

Professional Development A dedicated Professional Development Fund is available to support continuous growth through courses, certifications, or attendance at leading educational conferences.

Discretionary End-of-Contract Bonus A discretionary bonus may be awarded upon completion of the contract, in recognition of performance and contribution to school life.

Wellbeing & Staff Culture A calendar of staff wellbeing and enrichment activities, focused on balance and connection. A supportive, inclusive environment where all colleagues are valued, inspired, and empowered.





The Process

Applications should be submitted electronically via the TES platform. Please ensure that all required documents are uploaded as part of your application.

Shortlisted candidates will be asked to showcase their subject knowledge, teaching philosophy, and ability to foster student confidence, independence, and global awareness. Candidates may also be asked to deliver a sample lesson or submit a portfolio demonstrating their impact in the classroom, particularly how they support student voice, collaboration, and personal growth.

Queen Elizabeth's Global Schools are an equal opportunities employer and is deeply committed to safeguarding our students, ensuring their safety and wellbeing. We expect all staff and members of our community to share this commitment and to promptly report any concerns about a student's or community member's safety or wellbeing. Applicants must be willing to undergo rigorous child protection screening, including checks with past employers and providing Police Clearance Certificates from all countries that the applicant has resided in.



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*Some images within this document have been generated using Artificial Intelligence (AI).

*Opening and operations are subject to building completion and final approval from the Government of Haryana Education Department and Cambridge International Education.