



# Dar es Salaam International Academy

SCHOOL • HOME • COMMUNITY

DIA Teacher Training Policy

2019

## **Mission Statement**

Dar es Salaam International Academy aims to develop internationally minded lifelong learners through a well-balanced, holistic curriculum and a partnership between school, home and community

## **Welcome**

Thank you for your interest in Dar es Salaam International Academy's Teacher Training Program 2019/20.

Please review all documentation within this package. If you have any questions pertaining to the package please email us on: [info@diatz.cc](mailto:info@diatz.cc) or call us on +255 22 2600202/6

All components of this package must be fully completed to be considered.

## **Purpose**

Dar es Salaam International Academy (DIA), is committed to being an internationally minded school, which is locally rooted within Tanzania. It is a school which has grown out of a desire to provide affordable international education to Tanzanians as well as other culturally diverse students. As such, DIA recruits both internationally but also locally and aims to have Tanzanian staff within every teaching department.

The main objective of this programme is to prepare young Tanzanian teachers to understand quality international education and apply the inquiry based approach in their practice to a very high standard. Those aspiring to this demanding role must have quality preparation and support, which this programme aims to provide.

## **Aim**

- The DIA Teacher's Programme aims to provide knowledge of the IB programmes and current issues in international education
- The DIA Teacher's Programme aims to provide tools on effectively managing and engaging students learning
- The DIA Teacher's Programme aims to provide tools which can directly be applied within the teachers existing field experience and transferred to any quality educational setting
- The DIA Teacher's Programme aims to provide the opportunity for teachers to engage in professional learning and reflective practice which they can carry with them as they develop into life-long learners.

## **Eligibility for Teacher Training Program**

- Tanzanian
- Degree in Education
- Possess a high standard of written and spoken English
- Excellent academic track record
- Is able to attend all workshops as well as the Mentor Support hours if shortlisted

## **Areas not covered by the Teacher Training Program**

- Transport
- Lunches
- Payment of any kind

## Structure

### Part 1

This programme is structured in two parts. The first part is a weekend course on November 15th and 16th 2019 covering 7 sessions. The sessions will be on the following topics:

- Education and an Interconnected World
- Pedagogy for a Changing World
- An introduction to the IB Primary Years Programme (PYP) Middle Years Programme (MYP) and Diploma Programme (DP)
- An introduction to Inquiry
- Differentiating for student needs
- Assessment for Learning
- Planning for Learning

At the end of the weekend workshop participants will receive a certificate

### Part 2

If a teacher is short-listed after attending the workshops and displays commitment and motivation, they will be asked to continue to Part 2 of the Teacher Training Programme, which is an internship at DIA. These teachers will be teaching/co-teaching and shadowing classes at least once a week at DIA and attending one session a week on the following topics:

- Elements of a well constructed lesson
- Transdisciplinary learning and teaching
- Creating summative tasks
- Feedback strategies
- SEN/TAG
- Engagement in Literacy (ALL teachers are language teachers)
- Classroom Management
- Use of the Arts and technology in teaching and learning
- Continuing professional development as an international educator.

**Participants will maintain a process journal of their reflections and for each topic, participants will collect a portfolio of evidence of how they have applied their learning within the classroom.**

## Support

### School Support

- Weekend face-to-face workshop led by experienced practitioners in the field.
- In school support for teachers going through the programme with face-to-face sessions on focussed topics.
- Provide internships for selected candidates
- Provide a mentor for each Intern
- Provide time for the delivery of PD sessions for those involved in the programme
- To observe participants teach and give constructive feedback
- To meet twice a term to check in on the process journal and portfolio evidence collection
- Built in time for the delivery of the sessions and mentor meetings

### Assessment

Participants will need to submit a process journal kept throughout the course and a portfolio which highlights some of the skills learned throughout the programme.

The portfolio will contain a collection of carefully selected materials and reflections that provide a record of professional growth through this process. Through their portfolios, candidates will demonstrate their skills, knowledge and understanding, and show that they have continually monitored their growth and reflected on their development practitioners.

## Application process for applicants

•CV and covering letter emailed to [sfurtado@diatz.cc](mailto:sfurtado@diatz.cc), [sngoye@diatz.cc](mailto:sngoye@diatz.cc) & [info@diatz.cc](mailto:info@diatz.cc) Covering letter should include:

- Motivation for applying to DIA
- Knowledge of an international curriculum
- Why you feel you would be a good candidate for the internship program
- Submission of two (2) references.

Applicant must submit two letters of recommendation, in English:

- Letter 1: Academic reference from a current/past teacher/professor
- Letter 2: Personal Character reference from someone who knows the candidate

NB: Letter must include a current phone number and email address of writer, and clearly state relationship with student - letters without these details will not be considered

## Timeline for applications

- ALL applications must be submitted by October 11th 2019 to DIA
- Applications missing information will not be considered
- Applications submitted after this date will not be considered
- All applicants will receive information by October 30th to notify them if their application is moving on to the next round

## Outcomes for the Participants

The weekend workshop is a great way to get a taster of what teaching at an international school is like and learning more about the International Baccalaureate. It is an opportunity to meet and network with other educators as well as a forum to share, exchange and discuss ideas. Workshop participants should expect to leave these sessions inspired and with ideas they can apply in their current context immediately. For those selected for the longer internship opportunity, this represents a chance to get some hands on experience and training along side experienced educators. Successful interns may be offered a position to work at the school and will be well placed to continue on their journey as life-long learners.

Topic	Potential Portfolio Evidence
Elements of a well constructed lesson	<ul style="list-style-type: none"> <li>● Mentor Lesson Observation Notes</li> <li>● Lesson Plans</li> </ul>
•Interdisciplinary learning and teaching	<ul style="list-style-type: none"> <li>● Interdisciplinary planner</li> </ul>
Feedback strategies	<ul style="list-style-type: none"> <li>● Marking and standardisation</li> <li>● Evidence of different styles of feedback given to students (peer/ verbal/ written etc.)</li> </ul>
Creating summative tasks	<ul style="list-style-type: none"> <li>● An original summative task created to assess the learning within a unit</li> </ul>
Special Educational Needs/Talents & Gifted	<ul style="list-style-type: none"> <li>● Differentiation strategies used</li> </ul>
Engagement in Literacy (ALL teachers are language teachers)	<ul style="list-style-type: none"> <li>● Lesson plan Integrating Language in other subjects</li> </ul>
Classroom Management	<ul style="list-style-type: none"> <li>● Reflections on different strategies used in the classroom</li> </ul>
Use of the Arts and technology in teaching and learning	<ul style="list-style-type: none"> <li>● Example activities used in the classroom</li> </ul>
Continuing professional development as an international educator	<ul style="list-style-type: none"> <li>● Identify possible future courses/ qualification</li> <li>● Identify goals for the future</li> </ul>



## Frequently Asked Questions

### **Is DIA an accredited school?**

Yes, DIA is an accredited International Baccalaureate World School, authorized to implement the International Baccalaureate Middle Years Programme (Grades 6 - 10), the International Baccalaureate Diploma Programme (Grades 11 - 12) & the International Baccalaureate Primary Years Programme (KG - Grade 5)

DIA is a full member school of the African International Schools Association (AISA) and a Council of International Schools (CIS) member school.

### **Do I have to commit to attending the weekend workshop and weekly sessions?**

No, you may opt to only attend the weekend workshop.

### **Do I have to commit to be an intern?**

No, this is optional but a valuable practical experience that gives you the opportunity to engage in learning and teaching in an international setting.

### **Will I receive a certificate at the end of the weekend workshop?**

You will receive a certificate of attendance from DIA at the end of the workshop and another one upon attending 7 out of the 9 weekly sessions

### **Is there an assessment for the Teacher Training Program?**

There is no formal assessment, however we require participants to submit

- i) a lesson plan for the weekend workshop ii) evidence for each weekly workshop as stated on page 5 In order to receive certificates.

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