



BECOME PART OF THE TEAM FOR 2026

Oxford Spire International (OSI) offers a range of education experiences for global young travellers aged 8-17 who wish to improve themselves linguistically, academically and personally. Our programmes provide unique opportunities for individuals to experience first class academic teaching, whilst also becoming immersed in local culture, enjoying exciting excursions, engaging in a range of activities, and developing relationships. Our vision is to help our current students become the leaders of tomorrow, who are confident and capable in an ever-changing global community.

The OSI summer programme is a highlight of the year, attracting students from across the globe to experience our unique English language course and activity programme. The OSI summer programme is offered at a range of premier locations in Oxford, and surrounding counties, hosted at leading independent schools.

Position	Teacher
Salary	£630 per week + 12.07% holiday entitlement for residential post (includes full board and accommodation). Non-residential rate to be discussed at interview (includes 1 x meal per day)
Start date	Easter and Summer 2026 opportunities available
Application	Please complete the application form https://www.cognitoforms.com/oxfordactive/oxfordspiresapplicationform or send CV to mike@oxfordspires.education See 'Recruitment Process' section of the application form for more details.

REQUIREMENTS

- Experience and a good understanding of the language travel Industry preferably in a summer camp and young learner environment
- CELTA, CertTESOL or equivalent qualification
- Excellent spoken and written English language skills
- Genuine interest in the teaching and welfare of students
- A patient and understanding approach to teaching
- Ability to create a positive rapport in the classroom
- Ability to work as part of a team, and to use own initiative
- Reasonable level of fitness and knowledge of the rules and organisation of sports and games
- All staff will be subject to safeguarding checks including an enhanced DBS disclosure
- A flexible, co-operative, and responsible attitude.

DESIRABLE

- Programme Previous teaching experience in a multilingual classroom
- A TEFLQ, DELTA, DipTESOL, PGCE or Master's in TEFL
- Experience in adapting and creating lesson materials to suit the needs and interests of learning groups
- Local knowledge of Oxford and other cities, such as London and Bath
- Specific skills in areas such as sport, art, and music
- Good working knowledge of relevant ICT, such as using IWBs
- A valid first aid certificate.

KEY DUTIES

- Plan, prepare and deliver engaging, communicative, and appropriate English lessons following the weekly theme, using materials provided and/or your own resources
- Deliver and oversee placement testing on the first day of classes, including marking, for all new students
- Communicate regularly and effectively with fellow teaching staff and Senior Management to ensure that all students receive equal high standards of tuition
- Ensure all paperwork relevant to the teaching role is kept up to date, including lesson plans, weekly teaching overviews and class records
- Complete training and attend meetings as required
- All teaching staff will be formally observed during their first week of teaching
- Fully contribute to the full staff duty rota
- Contribute, if required, to the activity programme
- Lead and oversee full day, off-site excursions to places such as London and Bath (using in-house walking tour presentations and following pre-organised plans)
- Actively promote student welfare and safety at all times
- Complete any necessary paperwork required by the role, such as registers and act.

House Duties & Pastoral (*Residential Staff*)

As a residential member of staff your role will require that on a rota you will assist with:

- Being responsible for student welfare
- Ensuring high standards of student behaviour
- Ensuring each student's dietary/religious needs are met
- Assisting with all residential duties (bedtime and wake-up)
- Perform all residential duties in professional manner
- Help coordinate House Buddies
- Assist with monitoring students' regular medication requirements
- Help and assist with unwell students
- Help with maintaining a high level of tidiness and liaise with Housekeeping as necessary
- Assist with a laundry system
- Assist with any disciplinary issues with CM/GLs
- Act as GL for individual students
- Be a role model for students.

STUDENT WELFARE

- When required, assist with student supervision during break and mealtimes (on a rota basis)
- Complete any necessary paperwork, e.g., registers, incident forms
- All staff have a responsibility for implementing Oxford Spires International policies and procedures and representing the school to the highest standard
- Help to maintain student behaviour, safety, and welfare, and ensure that the students do not breach the rules of the school
- Be ready to assist at any time with an emergency situation, or where a student is ill or injured
- Engage with the students outside of classes and assigned activity sessions in a friendly and professional manner
- Support Management with the allocated house duty for that day, including wake-up calls, escorting students around the school, supervising students in the residence and “lights-out”
- All residential staff may be required to be on call overnight in case of an emergency, on a rota basis.

OTHER

- All staff are expected to assist with keeping the premises and company equipment clean, safe and in good order
- Undertake other duties, appropriate to your post, as may reasonably be required by Oxford Spires International
- Attend online training in advance of the programme start date
- Be on site at the programme venue one day in advance of the programme start date (you will be remunerated for this day).