



1. About Us

Discovery Summer is an independent, family-owned company with over **20 years' experience** providing short summer courses in the UK for **international children and teenagers**.

In our 2023 British Council inspection, we were awarded 12 strengths.

We give our students lots of opportunities to learn new skills, try new activities and build confidence in English whilst getting to know Britain and our culture.

Many of our **staff come back year after year - 70% in 2025** - excited by the opportunities for personal and professional development while working on multi-talented, fun and friendly teams.

2. Job Overview

Reporting to: Director of Studies

You will be responsible for planning and delivering **high-quality, engaging** English as a Foreign Language lessons for international children and teenagers.

Lessons are **lively, interactive, and fun**. Learning activities help international students develop accuracy, fluency, and **confidence in spoken English**. You will also complete related lesson admin tasks (e.g. lesson planning and marking) and assist with pastoral duties.

We aim for the **highest professional standards** in every aspect. Successful candidates genuinely enjoy working with young people to ensure they have an unforgettable learning adventure.

What we're looking for

Legal:

- Hold a valid UK work permit by the start of your employment
- Aged 18 and over

Qualifications

- A first degree in any discipline (preferable)
- TEFLI Qualification, e.g. CELTA, Trinity TESOL, B.Ed./PGCE (Primary Education, English or MFL) or EFL Level 5 equivalent (other qualifications will be considered)

You need to be able to:

- Provide a clear and accurate model of the English language
- Plan and deliver engaging, student-centred, interactive lessons
- Apply classroom management techniques to ensure happy, collaborative, focused classrooms
- Respond and adapt to feedback, be flexible

To succeed in this role, you should already have:

- Previous experience in a residential setting
- Experience working with multi-lingual / international children and teens

We love working with people who are:

- Expert communicators and team players
- Genuinely enjoy working with children and teens
- Comfortable working in a fast-paced, intensive environment
- Comfortable using online and digital systems, e.g. Google Suite, Microsoft
- Excited about teaching and learning
- Highly professional, keen to learn new skills
- Ready to participate in activities and assist with pastoral duties
- Creative, energetic, and fun

3. All Discovery Summer staff must:

- Commit to safeguarding and promoting the safety and welfare of all course participants (students, staff, English student hosts, group leaders and Discovery Summer visitors) at all times
- Follow the staff code of conduct and guidelines in the Staff Handbook regarding the standards expected in your job
- Act in a thoroughly professional manner to uphold the good reputation of Discovery Summer
- Follow our alcohol, smoking and substance abuse policy. As you are working with children, consuming alcohol and substance abuse are not permitted at any time on campus or during working hours. Smokers may only smoke/vape in designated areas when off duty. Staff must be fit to supervise students at all times. Failure to abide by these rules will be treated as a serious disciplinary matter and could lead to immediate dismissal.

4. Work at a leading independent school



Benenden School, Kent, TN17 4AA

Course: English Plus+

Juniors: 8-12 years, Teens: 13-16 years

Staff induction: Wed 6 – Thurs 7 July

Dates: Fri 10 July – Fri 7 Aug

Staff depart: Sat 8 Aug

Contract length: 2,3 or 4 weeks



Marymount International School

Kingston-upon-Thames, KT2 7PE

Course: English Plus+

8-13 years

Staff induction: Fri 17 July

Dates: Sat 18 July – Sat 1 Aug

Staff depart: Sun 2 Aug

Contract length: 2 weeks



Shrewsbury School, Shropshire, SY3 7BA

Courses: English/Coding & Tech/Sports Academy

11-16 years

Staff Induction: Mon 29 June - Tues 30 June

Dates: Wed 1 July - Wed 29 July

Staff depart: Thursday 30 July

Contract length: 2,3 or 4 weeks



Winchester College, Hampshire, SO23 9NA

Courses: Global Young Leaders/English Plus+

13-16 years

Staff induction: Wed 1 July - Thurs 2 July

Dates: Fri 3 July - Fri 31 July

Staff depart: Sat 1 Aug

Contract length: 2,3 or 4 weeks

5. Salary and working conditions

Teacher EFL Band		Gross weekly salary for new staff Returning staff are paid a supplement
TEFLQ (e.g. DELTA, etc.) + 5 years	1	£820 (£732 + 12.07% holiday pay)
5 years	2	£807 (£720 + 12.07% holiday pay)
3 years	3	£794 (£709 + 12.07% holiday pay)
1 year	4	£761 (£679 + 12.07% holiday pay)
Less than 1 year	5	£740 (£660 + 12.07% holiday pay)



- You'll work 6 days a week
- You will have one 24-hour period off per week
- You'll be asked to sign a waiver regarding the 48-hour working week



- Depending on the centre, you will have between 20 contact hours per week + planning, administrative duties, meetings and pastoral/supervisory duties



- Our programmes are fast paced – expect the days to be long and the work to be intense



- You will be accommodated in the student residence, normally in a single room with shared bathroom



- Whether you are on or off duty, you will always be expected to put the welfare of the students and staff first



- Dress code: smart casual for classroom teaching e.g. shirt/blouse, smart trousers/chinos, smart shoes/trainers. No T-shirts, jeans, shorts, flip-flops etc



- **Free full board accommodation** provided worth £77.70 per week
- Fully paid enhanced **DBS check**
- **2 day induction** paid pro rata
- Work as part of a strong team – gain experience working with international students
- Opportunities for professional development, e.g. peer observation, Trinity GESE exam preparation
- Regular INSET sessions, e.g. practical classroom activities, classroom management, etc.

6. What we teach

English Skills classes

Maximum class size: 12 international students + one English Student Host

In exceptional circumstances, to correctly place students, this may be marginally exceeded

Topic based lessons (e.g. astronaut animals, British folklore, TV stars) develop core skills, e.g. in using grammar, reading, writing, listening and building confidence in spoken English.



Students are tested on arrival and allocated to an English Skills class depending on level, age, nationality



Continuous enrolment – students arrive each week. Your class/level may change on a weekly basis



Use a Discovery Summer Scheme of Work. Programmes are well-resourced, e.g. hard copy course books, subscriptions to useful resources, and an in-house online resource bank (ORB)

English Workshops

Project-based lessons where students learn and develop by collaborating, discussing, researching, and creating.



Each week, teach a different English Workshop. Classes may be mixed ability. Students collaborate on a project - exploring content and language while developing new skills



Detailed plans for 50 Workshops, e.g. Breakfast TV, Comedy Drama, Escape Room Design, Leadership in Action, Myths and Legends, NASA Explorers available on the ORB



The week culminates in an end-of-week presentation – a great opportunity to develop confidence in presentation skills

Use the local town/city as an extension of the classroom!



Shrewsbury: Active English projects, e.g. Visit the train station and find out train times, explore the town and create a timeline of Darwin's life

Winchester: City Challenge projects, e.g. Food trails: discover British flavours in the market, Landmark visits: explore impressive museums & landmarks, City explorers: create audio tour guides



Benenden: Go for a walk to Benenden village and have a real-life shopping lesson. Take the minibus to Cranbrook to research a windmill etc.

7. Your role and responsibilities

a. Pre-course preparation

- Read the staff handbook and contact Head Office with any questions
- Reply to emails from your Course Director (CD) and Director of Studies (DoS) so that we can get to know you and provisionally allocate you to classes
- Participate in the online “get to know you” meeting (June 2026)
- Access our online Schemes of Work (SoW) to see the extensive resources we offer
- Arrive at the centre, for induction, with plenty of ideas and energy!

b. Teaching duties

- Prepare English Skills and English Workshops to an acceptably high standard
- Ensure that **clear learning outcomes** are presented to learners at the start of every lesson and ticked off to signpost learning during lessons
- Utilise [English Student Hosts](#) effectively
- Ensure lessons are **engaging, relevant and fun**; focusing on written and spoken English
- Prepare students for the **end-of-week presentation**
- Respond to feedback; the DoS regularly drops into class and offers ideas for development
- Maximise every opportunity for students to learn English both inside and outside the classroom
- Ensure students of **different nationalities** mix as much as possible
- Alert the DOS if you think a student has been incorrectly placed
- Prepare students for the Trinity Graded Exam in Spoken English if required

c. Admin duties

- Produce **lesson plans** and attend **teacher meetings**
- Keep **registers** of attendance and complete a risk assessment (with DoS) if taking students off-site
- Make sure that work in student folders is marked and representative of DS standards
- Ensure **classroom displays** are professional, fun and up-to-date
- Produce a weekly 'learning menu' and display it in your classroom
- Assist the Director of Studies with **placement testing** if required
- Complete a **weekly academic report** for each student

d. Pastoral and safeguarding duties

- Sleep in a room on the same corridor/in the same building as the students
- Do **wake up and bedtime duty** approx. 2-4 times per week
- Assist with **mealtime supervision**
- Carry out **airport duty** (e.g. meeting students at the airport, accompanying them to the course centre by coach/taxi, checking students in on departure) as required
- Supervise students on 'house nights' after excursions
- Ensure the **safeguarding and welfare** of students at all times
- Follow the safeguarding guidelines, log and report details of any behaviour, welfare or safeguarding issues as directed

e. Other duties

- Attend and participate in meetings with your team and the wider staff body
- Complete all paperwork as directed
- Provide **first aid** support as necessary
- Carry out any other reasonable duties e.g. help pack up the course centre

8. Next steps

- Read the [Information for Applicants](#) to find out about the safer recruitment process and pre-employment checks
- Apply with the [2026 online application form](#)
- Contact **Prem Sourek** with any questions prem@discoverysummer.com