PYP Teacher

Job Information

Hiring Company
Global Indian International School

Job ID
1614050

Industry
Education

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards, Edogawa-ku

Salary
Negotiable, based on experience

Work Hours
9am ~ 5:30pm JST

Holidays
In accordance with company regulations

Refreshed
October 30th, 2026 09:00

General Requirements

Minimum Experience Level
Over 1 year

Career Level
Mid Career

Minimum English Level
Fluent Level

Minimum Japanese Level
Daily Conversation Level

Minimum Education Level
Associate Degree/Diploma

Visa Status
Permission to work in Japan required

Job Description

≪Job Description & Position Highlights≫

- Responsible for curriculum design, teaching, assessment, and communication with parents based on the IB PYP framework
- A rewarding opportunity to foster students' independence and international-mindedness through inclusive learning
- Create creative, practical learning experiences that incorporate multilingualism and intercultural understanding
- Access ongoing professional development and training opportunities in an international school environment

【Job Responsibilities】

1. Curriculum design and development:

- To be familiar and comply with IB departmental and school-wide principles, procedures and practices of curriculum development and evaluation.
- Thoroughly plan the structure and components of each lesson and make full use of a variety of appropriate, authentic resources/ materials aligned with learning objectives set in units.
- Integrate aspects of multilingualism, intercultural awareness and global engagement in real world issues and contexts in the development of creative, applicable lessons unit plans to allow students to understand multiple perspectives.
- Ensure all learning components, activities, materials and assessment strategies are in alignment with the philosophy, fundamental concepts, pedagogical approaches and core components of the PYP.
- Plan and prepare lessons that cater for the needs of the mixed-ability range within the class.
- Ensure explicit teaching and learning of the ATLs, LP, and IM.

2. Teaching and learning:

- Develop strategies to link students' knowledge and understanding to prior learning.
- Use appropriate instructional practices which promote high academic standards and inclusive education.
- Use teaching strategies to promote higher order thinking, international mindedness, and metacognition within the subject areas.
- Ensure that reflection and self-evaluation is encouraged in all subject areas in order to develop students' ability to think critically.
- Use a variety of technologies in teaching and learning.
- Provide a learning environment to encourage the ownership of learning and agency.
- Take part in interdisciplinary unit planning and implementation.
- Stay current on all changes within the IB programmes through the use of
- MyIB and programme coordinators/heads of section/head of school communications, meetings, etc.
- Explore current educational theory and practice to gather evidence to fully prepare lessons and improve pedagogy.

3. Assessment and reporting:

- Have a clear understanding of the principles of IB programmes and GIIS policies.
- Design and use appropriate and authentic tasks and strategies for formative and summative assessment in relation to IB programme objectives.
- Meet deadlines specified in school
- Ensure that feedback and marking is criteria-based, transparent, detailed, informative, and constructively critical to encourage reflection on and learning from their performance.
- Use assessment data to inform planning and facilitate further learning.
- Maintain full and accurate records of individual students' (academic and non- academic) performance including uploading grades, comments, feedback, etc. to the school assessment, and reporting platforms.
- Communicate regularly with students' families on child progress.

4. Other professional responsibilities:

- Make recommendations for the collection of suitable teaching and learning resources and maintain records of textbooks and teaching materials used.
- Take all necessary precautions to protect, maintain and return all equipment and materials.
- Inform line managers of any on-going difficulties or potential students' concerns.
- Supervise PYP Exhibition.
- Provide cover for classes when a staff member is absent
- Engaged in duties related to recess, lunch, etc.
- Participate in school trips and events when required.
- Participate in collaborative planning meetings.
- Support school events such as open days, recruitment events, etc.
- Maintain curriculum documentation.
- Ensure professional handover of all teaching and learning resources to new teachers joining the school.
- Protect the rights of the student and maintain the confidentiality of student information and records.
- Maintain high levels of collegiality and respectful and professional communication.
- Other responsibilities as assigned by the Principal.

5. Training and Professional Development:

- Engage in professional development opportunities organized by the school
- Actively participate in Faculty, Daily Morning, Program-specific, and other meetings, since these are also considered professional development exercises at GIIS.

< About Us >
Global Indian International School (GIIS) is a chain of premier international schools, spread across 7 countries (Singapore, Malaysia, Japan, Thailand, UAE, Vietnam and India). Founded in 2002, GIIS offers a comprehensive range of International and Indian curricula for students from Kindergarten to Grade 12.
These include the International Baccalaureate Diploma Programme (IBDP), Cambridge IGCSE, the Central Board of Secondary Education (CBSE) and the Global Montessori plus programme.

GIIS is a member of the Global Schools Foundation (GSF). It is due to the high standards of governance and established academic criteria that GSF has gained global recognition for excellence in education and has bagged over 100 National and International awards since its inception. GIIS' mission is to nurture young minds into global leaders and innovators through its proprietary 9 GEMS™ methodology, a holistic approach to teaching that balances academics with sports, performing arts, entrepreneurship and character development.

*Global Indian International School (www.globalindianschool.org)

【Employment Type】
Permanent employee

【Salary】

Based on experience and skill level

【Working Hours】
In accordance with company regulations

【Work Location】
GIIS Tokyo- Higashi Kasai

【Holidays & Leave】
In accordance with company regulations

【Benefits & Welfare】
In accordance with company regulations

Required Skills

【Requirements】

- Relevant degree in education with 2 years of teaching experience in early
- years PYP.
- Excellent communication, interpersonal and drafting skills required.
- Must exercise sound knowledge in early childhood learning techniques, be able to work independently and efficiently under timely deadlines.
- Be adept at providing curriculum related solutions.
- Should currently reside in Japan and ready to relocate to Tokyo (if required).
- Candidate should have good IT knowledge, including Microsoft 365 and Google Suite.
- Education: Associate Degree / Bachelor's Degree / Degree in Early Childhood
- Visa Status: Permanent Resident / Instructor Visa / valid work visa
- Language: English (Fluent), Japanese (minimum)

Company Description