



## **State-Recognized Educators (m/f/d)**

The Berlin Cosmopolitan School (BCS) is an international, non-profit school specialising in science, music and dance. BCS has a kindergarten and a pre-school, as well as a primary school and a secondary school. The kindergarten and pre-school were founded in 2004, the primary school in 2007 and the secondary school in 2009. BCS and its two campuses are located in the centre of Berlin Mitte, a quiet area between Alexanderplatz, Monbijou Park, Hackescher Markt & Prenzlauer Berg. Over 820 children and students as well as 170 employees from over 44 countries belong to the Berlin Cosmopolitan School community.

For our campus at Ruckerstraße 9, 10119 Berlin, we are looking for **State-Recognized Educators (m/f/d)** to start as soon as possible.

### **Your responsibilities**

- Establish and communicate library policy
- Supporting children in the classroom
- Promoting the socio-emotional development of children
- Promoting the social skills of children
- Development of group dynamics in the reference class
- Developing attractive activities outside the classroom
- Planning, implementation and documentation of units in the classroom
- Supervision of breaks and lunch supervision
- Cooperation with international families
- Active collaboration in the multi-professional team
- Participation in team meetings
- Participation in excursions and school events

### **Your profile**

- Experience in working with children of primary school age
- Independent planning, implementation and documentation of support programmes for social skills
- Collaboration in multi-professional teams
- Strong communication skills in dealing with international families
- German and English, language level B2-C1 each
- High resilience and flexibility
- Ability to accept and give constructive feedback for the further development of daily work
- Solution-orientated working attitude
- Open, appreciative attitude towards our diverse school community
- High level of empathy, cultural competence, critical thinking, reliability and commitment



## We offer

- Company pension plan
- Possible allowance for BVG ticket after probationary period
- Voucher card after the probationary period
- Freshly cooked lunch every day at very reasonable prices
- Small classes
- Dynamic international team
- Employee events
- Development opportunities
- Internal and external training
- 30 days of paid vacation per year to compensate the extra hours of work

## Contact

We look forward to receiving your detailed application by e-mail [hr@cosmopolitanschool.de](mailto:hr@cosmopolitanschool.de) under the keyword "**State-Recognized Educator (m/f/d)**" by 15.07.2024. Please attach to your application in a single pdf file: a current CV, a cover letter, certificates and references.