



## **Introduction to Applicant Pack**

# **Teacher of English to Key Stages 3 and 4 (one year maternity cover)**

**To be employed from September 2025**

Thank you for showing interest in this position, for which we are currently recruiting.

### **This pack contains**

1. This information sheet
2. A job description
3. A person specification
4. The St. Lawrence College Child Protection Policy
5. The St. Lawrence College Data Privacy Policy relating to applicants for teaching positions
6. A writeable, electronic application form for the position, should you wish to formally apply for this position.

### **Important notes:**

1. Application forms should be submitted electronically, as email attachments. Applicants should also send their current cv and a covering letter. Completed application forms should be addressed to the Headmaster of St. Lawrence College, Mr Phil Holden, and should be emailed to [careers@slc.gr](mailto:careers@slc.gr) no later than 09.00am (Athens time) on Friday 4<sup>th</sup> April 2025.
2. Interviews will ideally be face-to-face but Skype interviews are acceptable and may be used. Skype interviews may require more than one online Skype appointment.
3. References will never be pursued before an interview, but it is expected that should the school want to they will act towards collecting references on applicants immediately following an interview.
4. The gross monthly salary for this position will be discussed at interview, and is competitive by the standards of international education in Greece. In addition to twelve monthly salaries, teachers also receive bonuses at Christmas, Easter and summer which approximate two further salaries.
5. A relocation package is available to teachers recruited from outside Greece.
6. Employment will commence from 1<sup>st</sup> September 2025.

*Interested individuals should note that the school reserves the right to interview exceptional applicants and appoint to this position ahead of the deadline. Interested individuals are therefore encouraged to submit completed applications as soon as possible.*

**St. Lawrence College is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including background checks and communication with past employers.**