

## **Academic Director for TESOL/EFL (British English) The British University in Egypt**

### **Background**

This is an exciting time to work in higher education in Egypt. With over 60 million young people under the age of 25, the development of a modern vibrant higher education sector has been recognised as being vital to support Egypt's transformation agenda.

With its 15 year track record in delivering high-quality UK higher education in Egypt, the British University in Egypt (BUE) is perfectly placed to embrace this agenda and to produce qualified graduates to support the development of Egypt and the wider MENA region.

BUE has been offering a UK-style higher education experience and UK-validated degrees in Egypt since 2005. With over 11,000 students, BUE is the largest provider of British higher education in Egypt and one of the largest in the MENA region. A private Egyptian university, our mission is to be a leading research and teaching university in Egypt based on UK best practice. Our teaching is in English and our UK validating partners are London South Bank University and Queen Margaret University Edinburgh. We are based on a striking campus 35 kms east of Cairo and close to the airport and the new administrative capital.

The ideal candidate will have a proven track record of managing TESOL/EFL British academic English provision in a higher education setting, along with experience of transnational and/or intercultural education. They will offer evidence of a mature approach to risk and a willingness to step outside their comfort zone in search of creative solutions to problems, and to deliver change within a complex international environment. They will demonstrate a commitment to make learning and growth an inherent part of the culture of English Language provision, will lead by example, and work collaboratively, flexibly and with cultural sensitivity.

### **Job description**

1. Oversee English Language provision across all Faculties, in consultation with Deans and other relevant staff, building a community of practitioners capable of delivering a high-quality, student-centred programme of British English for academic purposes.
2. Develop curricula for pre-sessional, intensive, support and embedded English Language provision
3. Responsible for quality assurance and enhancement of English Language provision: undertake regular review of teaching and learning, taking account of the student voice, student outcomes and the wider student experience, to ensure consistency of quality standards across Faculties, as well as identification and sharing of good practice.

4. Manage the performance of English Language teachers, evaluating through classroom observation, appraisal and other appropriate methods.
5. Manage the administration of English Language proficiency tests that will apply to all potential students as a condition of admission to the Preparatory Year and First Year of their chosen Degree programme.
6. Establish an ongoing staff development programme, maintaining currency with trends in the sector.
7. Advise on recruitment and induction of new staff and establish and oversee a mentoring/buddy system within and across Faculties.
8. In coordination with the Student Support Hub, establish provision for students in need of additional English Language support.
9. Establish connections with relevant bodies and organisations both locally and within the wider MENA region, building collaborative, collegial relationships and raising the profile of BUE.

### **Person Specification**

1. Fluent/native English speaker, preferably British English, with an in-depth knowledge of the requirements of academic English at both undergraduate and postgraduate levels, including academic honesty.
2. A minimum of a Master's degree or equivalent in ESOL/EFL. A PhD would be desirable.
3. At least 15 years' experience of teaching ESOL/EFL within a university environment, preferably in the UK.
4. At least 5 years' experience of academic management in a university setting, incorporating staff recruitment and performance management.
5. Experience of managing the design and delivery of curricula, and staff training and development.
6. Experience of transnational education/intercultural education.

### **How to apply and next steps**

The post comes with an attractive remuneration package, including accommodation, and will commence depending on the availability of the successful candidate. Contracts are usually offered for a two-year period in the first instance.

**To Apply:** For more information please visit [www.minervasearch.com/tesol](http://www.minervasearch.com/tesol)

Please send a CV and cover letter outlining your experience to [tesol@minervasearch.com](mailto:tesol@minervasearch.com) by 21 May 2021. For an informal conversation to discuss the role further, please contact [tesol@minervasearch.com](mailto:tesol@minervasearch.com).