

ISR

International School on the Rhine

KINDERGARTEN | ELEMENTARY | SECONDARY

Düsseldorf - Meerbusch - Neuss

Become a part of our ISR Family!

WE ARE HIRING

Position:

University and Career Counsellor

Start Date:

August 1st, 2027

Jobs@isr-school.de





JOIN OUR DYNAMIC TEAM AS A FULL-TIME SUPERVISOR

ISR is accredited by the German authorities as an 'Anerkannte Internationale Ergänzungsschule' (International Supplementary School) and by the US accrediting agency Cognia (formerly known as AdvancED). ISR is an IB World School authorized to offer the IB Diploma Programme, and also offers Cambridge Assessment International Education (CAIE) IGCSE courses. The school is a certified member of the Council of International Schools (CIS).

We are seeking a dedicated and qualified University and Career Counsellor (m/f/d) to join our dynamic educational institution on a full-time basis, starting August 1st, 2027.

Qualifications, Training and Experience

- A degree relevant to the post plus teaching or other relevant professional qualification.
- A sound and up to date understanding of Higher Education systems and careers education practices.
- Native speaker level competence in English.
- Evidence of continued relevant professional development.
- Competence in the use of technology to support learning.
- Understanding of the responsibilities of staff with regards to the safeguarding of students.



- A keen interest in the concerns of students and an understanding of the actors that impact on young people and their decision-making abilities.
- Excellent presentation skills.
- Familiarity with systems such as UCAS and Common Application.
- Excellent interpersonal and time management skills.
- Flexibility, reliability, and excellent organisational skills.
- An ability to work collaboratively as part of the Secondary School team.
- The ability to work with parents over the HE application process.



Key Roles & Responsibilities

- To coordinate advice, guidance and resources to support individuals in planning for post IB studies.
- To manage all aspects of the HE application process and provide accurate data on higher education applications and destinations.
- To develop strong working relationships with external HE organisations and admission officers, specifically in the US, Canada, Asia and UK. Knowledge of Dutch and other European HE application systems is preferred.
- To facilitate presentations, taster lectures and HE fairs and maintain regular contact with the representatives of colleges and universities worldwide.
- To organize school trips to institutions of HE.
- Provide specific advice to Grade 10 students assisting them in appropriate option choices for IBDP.
- Establish links with local businesses to develop a programme of work experience and Internship experiences for older students.
- To develop the alumni network and engage our alumni to work with current student.
- To deliver professional learning and support tutors and teachers regarding application processes, letters of recommendation etc.
- To ensure appropriate support for learners applying for elite courses.
- To support students applying for scholarships to university and advise appropriately.
- To offer appropriate advice and guidance to parents.
- To teach a UCC course for Grades 10 - 12 students, providing guidance and support throughout their individual university application process.



Join us in shaping young minds at ISR

If this opportunity excites you, we look forward to receiving your application.

To apply, please email your CV and cover letter to **jobs@isr-school.de**. We are always open to discussing possibilities with inspiring candidates.

Why Join ISR?

At ISR, you will experience unwavering support from committed and welcoming colleagues, confident hardworking students, and a very supportive ISR community. If you are passionate about education, dedicated to excellence and eager to contribute to our learning community, ISR is the place for you.



Who We Are & What We Stand For

A passion for lifelong learning, a positive learning environment and a determination to bring out the best in our students – this is what our dedicated team at ISR International School on the Rhine stands for and strives for.



With three educational institutions, ISR prepares more than 1,200 students from kindergarten through Grade 12 for the most prestigious universities worldwide - all in a multilingual and culturally diverse environment.



Learning at ISR is guided by our principle:

We Enable Great Minds and Strong Characters.

Academic excellence and positive character building are the top priorities at ISR.

Our motto?
It's cool to be good!



A home away from home

At ISR, professional relationships often grow into lasting friendships, and our diverse international community is united by a strong sense of belonging. This spirit of connection is reflected in the way we understand ourselves: as the ISR Family.

Through a wide range of international festivals, a culturally diverse community, and partnerships with internationally oriented organisations, we create a welcoming environment in which colleagues and families can feel at home.

ISR International School on the Rhine also benefits from its attractive location, with a broad range of residential options in Neuss, Düsseldorf, and the surrounding region. These vibrant and well-connected cities offer a variety of appealing neighbourhoods and living environments, making them attractive places to settle for individuals, couples, and families alike.





Located in the heart of two particularly attractive cities

Düsseldorf, North Rhine-Westphalia's capital city, is known for its internationality.

Only a few minutes away from Neuss, Düsseldorf is an attractive and bustling Rhine metropolis, where you can find what your heart desires in the various and very different - often very international - districts!





Neuss, known for its Roman past and local customs, is one of the oldest cities in Germany and impresses with its nature reserves and an exciting urban history.



If you share our values and philosophy, contact us!

We are looking for someone who can make an immediate impact in a fast-paced, dynamic, and rewarding working environment. In return, we offer a range of opportunities for professional growth and career development.

If you are enthusiastic, highly motivated, enjoy a challenge, and believe you can contribute to the continued growth and development of our new ISR Elementary School Düsseldorf, we would be delighted to hear from you.

Please send your CV and cover letter to:

Please email your CV and cover letter immediately to
Jobs@isr-school.de

Applications will be reviewed on an ongoing basis, so early applications are encouraged. The school reserves the right to make an appointment at any stage.













THIS SHOWS ONLY A FEW OF US, BUT WE ARE ALL LOOKING FORWARD TO MEETING YOU!

Start your very own path to success at ISR today and become a part of our international and motivated team!

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FIND OUT MORE ABOUT ISR INTERNATIONAL SCHOOL ON THE RHINE

- Visit our website for further information: www.isr-school.de
- Call or email us if you have questions: Jobs@isr-school.de / +49 (0) 2131 40 388 22
- Visit out our Facebook, Instagram, and YouTube channels to get to know us better.

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40667 Meerbusch

www.isr-school.de