

# SHANGHAI AMERICAN SCHOOL

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### JOB DESCRIPTION

**TITLE:** CHINESE TEACHER, ELEMENTARY SCHOOL, PUDONG CAMPUS  
**SCALE:** Teacher Salary Scale  
**CONTRACT DAYS:** up to 191

#### POSITION SUMMARY:

Teachers within Shanghai American school are recognized, along with students, as the school's most valuable resource. Faculty members are recruited and offered employment based upon prior exemplary teaching performance. Teachers must be fully credentialed/certified for their respective assignments and must maintain both teaching excellence and credentials throughout employment. Typically, to be offered employment, faculty members must indicate a willingness to commit to two years of excellent service to our students.

#### SUPERVISED, EVALUATED BY & REPORTS TO:

Building Principal with additional supervision from Associate Director of Chinese Programs

#### JOB REQUIREMENTS

- Minimum Bachelor degree or above in education or related field
- Fluent Chinese speaker
- Minimum five (5) years teaching experience or relevant experience
- Teaching experience that is appropriate for the teaching assignment; Kindergarten to Grade 5 Chinese Language and Literature, Chinese as Additional Language
- Experience with literacy instruction using the workshop model
- Demonstrated experience working with and teaching in alignment to the Common Core State Standards, ACTFL Proficiency Benchmarks, IB Frameworks, and CNC standards
- Demonstrate understanding of how to work collaboratively within a team structure and how to impact the success of the team as an individual member
- Demonstrate understanding of the differentiation of learning and blended learning strategies
- Optimize blended learning by leveraging technology and resources to provide learning experiences that challenge, and actively involve the learner
- Demonstrate knowledge and experience in supporting students' social and emotional growth inside and outside the classroom, using non-punitive approaches that ensure the respect and dignity of each student
- Demonstrate the ability to be a reflective practitioner, to give and to receive feedback
- Demonstrate the importance of and how to support students in the classroom with growth mindset

#### PERFORMANCE RESPONSIBILITIES:

- Mirror, support, model, and promote the school's mission and core values
- Build collaborative and respectful relationships with team members and within the school's

community

- Collaborate within teams, adopting a framework and philosophy that supports the team to function at a high level
- Partner with administrative leadership and team in curriculum design, implementation and assessment
- Assist the team and administrators in choosing and procuring educational supplies and materials that support student learning
- Engage in a growth model of instructional excellence that supports students in reaching their optimal potential
- Work within the school's chosen frameworks (e.g., ACTFL, IB Frameworks, and CNC standards)
- Analyze classroom and standardized testing data in order to deliver appropriate and individualized instruction
- Provide opportunities for students to engage in personalized next steps for learning using blended learning techniques
- Use non-punitive techniques and approaches with students both inside and outside the classroom that support social and emotional growth, and teach lifelong skills
- Develop a respectful and self-reliant classroom community, with a focus on the social and emotional well-being of each student and their greater school community
- Establish partnerships with families and caregivers in support of students

### **SAS BELIEVES:**

- That each employee makes a significant contribution to our success,
- That contributions should not be limited to the assigned responsibilities.

Therefore, this position description is designed to outline primary duties, qualifications and job scope, but not limit the employee nor SAS to only the work identified. It is the expectation of the school that each employee will offer his/her services wherever and whenever necessary to ensure the success of our organization.

### **How we see the world is how we experience the world**

We believe that diversity, equity, and inclusion enrich our community and create a sense of belonging that compels each of us to grow. Therefore, we commit to a journey of community growth that is grounded in best and sustainable practices rooted in our mission and core values. We seek individuals who are ready to contribute to such an environment.

### **Child Safeguarding at SAS**

Shanghai American School, in keeping with our core values and vision statements, has a Child Safeguarding Policy that guides our faculty, staff, and families in matters related to the health, safety and care of children

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in attendance at our school. By accepting employment at SAS, all faculty and staff agree to work in partnership with the School and abide by the policies adopted by the SAS Board.

With this in mind,

- Applications will be thoroughly and rigorously screened in line with our strong commitment to all aspects of child protection and safeguarding.
- Shanghai American School reserves the right to withdraw an applicant's candidacy at any time should information be forthcoming that may suggest the candidate is not suitable to progress in the process.
- Shanghai American School reserves the right to withdraw an applicant's candidacy if current and former supervisor references are not provided.
- Hiring is contingent upon successful criminal background checks.

Applicants are asked to apply as early as possible, as Shanghai American School reserves the right to close the selection process at any time.