

# SHANGHAI AMERICAN SCHOOL

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### JOB DESCRIPTION

**TITLE:** EAL TEACHER, MIDDLE SCHOOL, PUXI CAMPUS  
**SCALE:** Teacher Salary Scale  
**CONTRACT DAYS:** up to 191

#### JOB REQUIREMENTS

- Minimum Bachelor degree and current EAL certification; Master's degree preferred
- Minimum five years teaching experience with at least two years recent experience as an EAL specialist in grades 6-10
- Demonstrated strength as a professional collaborator and co-teacher
- Experience with explicit targeted instruction in the areas of literacy and English as an Additional Language
- Strong oral and written communication skills
- Demonstrated involvement in current SAS initiatives, including the PLC model, preferred

#### PERFORMANCE RESPONSIBILITIES:

- Collaboratively plans and teaches lessons with subject-area teachers
- Coaches and assists teachers in understanding how to manage, interpret, and use formative assessment data, systematically examine student work, and define next steps for differentiation and scaffolding
- Provides push-in instructional support to students learning English as an additional language that makes content of classes accessible
- Utilizes technology to enhance learning
- Collects portfolio of EAL student learning evidence related to California English Language Development Standards (ELDS) to identify and respond to student needs
- Works cooperatively with parents to meet the needs of students and to promote the philosophy and goals of the school
- Is knowledgeable and utilizes standardized testing and other assessment data to facilitate appropriate instruction for each student
- Builds trusting relationships that promote mutual respect and safety
- Actively supports and promotes the school's mission and core values
- Assists fellow teachers and administrators in the ordering of educational supplies and materials
- Actively participates in school sponsored events & activities
- Performs additional duties as assigned by the Principal

#### 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.