

# 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 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 Readers and Writers 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
- 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
- Knowledge and experience working with learning management systems such as PowerSchool and Schoology
- Demonstrate fluency and curiosity using embedded instructional technology
- 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 the ordering educational supplies and materials
- 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 parents in support of their student

#### **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.