

Upper School Chinese Teacher

Reports to: Head of Chinese Department

Responsibilities include:

- Planning and delivering a Chinese language acquisition and / or Chinese language and literature curriculum for students in the upper school.
- Planning and delivering additional courses, which may include grade 9 or 10 individuals and societies or theory of knowledge.
- Maintaining a learning environment in which individual student needs are supported, and each child is included, challenged and successful.
- Maintaining well-ordered, attractive and engaging classrooms and hallway space that visibly demonstrates learning goals and expectations that also visibly celebrates student achievements.
- Employing a variety of teaching approaches and strategies that assist individual students to learn, and to understand content from multiple perspectives, including an openness to new approaches.
- Promoting internationalism through the assignments completed by his/her students.
- Regularly assigns both formative and summative assessments in professional balance.
- Provides timely and appropriate feedback to students in print, in person and on ManageBac.
- Being regularly available to students in need of academic, social and/or emotional support beyond contact teaching periods.
- Contributing to activities outside of lessons, including (but not limited to) Homeroom, supervision duties, clubs, coaching, personal projects, extended essays, chaperoning trips, attending on- and off-campus school-related events, etc.
- Receiving and delivering feedback from/to all school constituents in a highly professional manner.
- Implementing school rules and policies in a professional manner.
- Working collaboratively with all colleagues, students and parents.
- Communicating effectively, proactively and in a timely manner with students, parents, administrators and colleagues.
- Continually establishing strong rapport with all colleagues, students and parents.
- Completing any additional tasks, as assigned by the Upper School Principal or designee.