



Shanghai Community International School

上海长宁国际外籍人员子女学校

SCIS Virtual Teacher Recruitment Fair

For the 2023-24 School Year

Thank you for your interest in becoming an educator at Shanghai Community International School (SCIS). Here are some tips to completing your application. We recommend that you read this prior to submitting your interest.

Submitting Your Interest

Submit the survey of interest and upload your resume (CV) and cover letter on our [recruitment fair webpage](#). This information will help us sort through interested candidates and forward them to the recruiting team of administrators for their review.

Review our [list of current open positions](#) for the 2023-24 school year. If you don't see the job you are looking for, you can still submit your resume for future consideration. Our contract renewal process for our current faculty is still ongoing, so new opportunities may be available in the near future.

Scheduling Your Interview

After completing an initial screening of your application, if the SCIS recruitment team believe there is a good match with your skills and experience, we will send you further instructions on how to sign up for an interview during our virtual teacher recruitment fair on September 24th, or earlier, if possible.

General Selection Criteria:

- Valid certification or licensure in your area of teaching or administration.
- Certification or licensure must be tied to a government accredited teacher or administrator preparation program (four-year degrees required).
- At least 2 years of full-time experience in your area of teaching or administration. SCIS' preference is a minimum of 5 years of successful full-time teaching, while the PRC government requirement is at least two years of full-time teaching experience to obtain a work permit.
- China imposes an age limit of 60 on foreign work permits. Candidates are expected to be able to work at SCIS for at least three years given this age restriction.
- Familiarity with best practices in education
- Evidence of recent professional growth activities
- Experience and commitment to co-curricular and after school activities
- Experience working in a multi-cultural or international school setting

General Hiring Protocol:

We are currently seeking teachers who are located both within and outside of China for an array of open positions for the 2023-24 school year. Due to current border and visa restrictions, brought on by the Coronavirus pandemic, SCIS will give priority consideration as follows:

- Candidates who are currently living or working inside of China.
- Candidates, without dependents, who are currently living or working outside of China.
- Candidates, with dependents, who are currently living or working outside of China and understand that their dependents may have to relocate to China after they have already settled in. A dependents' arrival timeline is subject to relevant government policy.

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