



# Shanghai Community International School

## 上海长宁国际外籍人员子女学校

**TITLE:** ECE PE Teacher

### **POSITION SUMMARY:**

Shanghai Community International School seeks a dynamic Early Childhood Education PE teacher to join our team responsible for teaching PE to students in grades Pre-Kindergarten and Kindergarten. The ECE PE program is a general PE program fostering social and emotional development, physical development (gross and fine motor skill), cognitive development, and language development. The units are carefully crafted to provide opportunities for student agency. A strong candidate will have a positive and open-minded attitude and be willing to take risks.

### **QUALIFICATIONS:**

- Two or more years of teaching experience.
- Bachelor's degree or other credentials in the education field pertaining to position.
- Fluency in English in the domains of reading, writing, speaking and listening.
- Internationally minded.

### **SKILLS / ATTRIBUTES:**

- Experience teaching in an IBYP or inquiry-based school.
- Passion for physical education in the youngest of learners.
- Master's degree in related education field.
- Experience with inclusive school practices.
- Collaborative.
- Effective use of educational software. (Managebac, Seesaw, etc.)

**REPORTS TO / EVALUATED BY:** ECE Principal

### **MAJOR RESPONSIBILITIES AND DUTIES:**

- Provide day-to-day instructional excellence to each student.
- Prepare written daily lesson plans and unit plans and establish clear instructional objectives. These shall be based on the curriculum making use of core and supplementary materials and should be available for the Principal to review upon request.
- Provide constructive feedback and ideas for the improvement of student learning.
- Actively support and promote the school's philosophy, mission, and goals.
- Collaborate with fellow-staff members and administrators in curriculum design, assessment, and implementation as it pertains to specific grade levels and programs.
- Communicate frequently with parents regarding the progress of their children.
- Communicate frequently with students regarding their progress in class.
- Assist fellow teachers and administrators in planning for school growth and the maintenance of excellence.
- Attend meetings and professional development activities as assigned or recommended.
- Utilize assessment data to deliver appropriate instruction to each student.
- Make instructional considerations for students developing English proficiency, differentiate and scaffold for students' individual differences.



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- Develop and facilitate possible exhibitions and events.
- Actively participate in school sponsored events & activities.
- Contribute to after school activities program on a regular basis.
- Attend staff meetings, teacher workdays and serve on staff committees as needed.
- Take all necessary precautions to protect, maintain and return all equipment and materials.
- Make provision for being available to students and parents for education-related purposes beyond the school day when required or requested to do so.
- Perform additional duties as assigned by the Principal.

### **SCIS BELIEVES:**

- That each employee makes a significant contribution to our success,
- That contribution 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 or SCIS 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.