

Homeroom Teacher – Lower Elementary School

Organization: American School Hong Kong, an Esol Education School

Industry: Education

Start Date: August 1, 2025

Reporting to: Principal, Elementary School & School Director

School Overview:

American School Hong Kong (ASHK) is a K - 12, non-profit, college preparatory school offering a holistic American education taught by qualified educators who inspire, motivate and challenge students to achieve excellence.

ASHK is operated by Esol Education, a premium international education organization, with 45 years of expertise in establishing and operating international American schools worldwide. Currently, 11,000 students attend Esol's ten schools across three continents. Similar to all other Esol schools, ASHK has gained accreditation from the Western Association of Schools and Colleges (WASC), The Middle States Association (MSA), and with the International Baccalaureate (IB).

At ASHK, our mantra is focused on high expectations of ourselves and high expectations for the students who enter our school community. The combination of a welcoming and safe environment, skilled and inspirational teachers, and supportive parents, makes for great learning and a rich, rewarding atmosphere. We are committed to building a learning community where care and respect for one another is of paramount importance. We are committed to providing a balanced and holistic program with equal emphasis on the intellectual, social, creative, and physical domains.

Curriculum:

English is the language of instruction and communication at the school. The US Common Core, Next Generation Science Standards, and other American and best practice international standards provide the framework for learning from KG to Grade 12. Teachers integrate a 'STEAM' program in the elementary division. The International Baccalaureate Diploma Program (IB DP) was launched in August, 2021.

Our Mission:

To provide a challenging American and international education that empowers students to be independent critical thinkers and responsible global citizens who excel in their future studies and careers.

Our Vision:

To be widely recognized as a welcoming global community where creativity and innovation equip students with the knowledge, skills, and attitudes necessary to achieve their fullest potential.

Teacher Job Description/Duties:

The Teacher will perform all duties associated with his/her position at such times and places as the School Director and Principal may direct. The School Director and Principal will determine the Teacher's specific duties through reasonable reference to the School's needs and the Teacher's qualifications and experience.

- To support the philosophy and pedagogical approach used by the School and to become thoroughly familiar with the curriculum associated with each teaching assignment;
- To work and plan collaboratively with colleagues in the development of course outlines and curriculum units and to remain open-minded and be prepared to negotiate and compromise in order to reach desired group outcomes;
- To develop and maintain a written outline for each course/subject/unit being taught including teaching strategies in accordance with the School's philosophy;
- To develop and maintain daily lesson plans;
- To shape instruction appropriately so that it effectively motivates, inspires and challenges students;
- To demonstrate variety and flexibility with teaching strategies in order to address
- individual student needs and learning styles;
- To use a rich array of assessment tools and strategies that are aligned with the curriculum plan and pedagogical approach;
- To evaluate all assessments in a timely manner and to provide constructive oral and/or written feedback to students;
- To maintain detailed and accurate assessment records and to prepare progress reports on each student at regular intervals as specified by the Principal;
- To assume a shared responsibility for pastoral care and the social and emotional welfare of students in the School; this may include Homeroom Teacher responsibilities as assigned by the Divisional Principal;
- To maintain and develop computer and technology skills for administrative and
- educational purposes appropriate to the curriculum needs of the students for whom the Teacher is accountable.
- To attend and contribute to all scheduled staff meetings and professional development activities;
- To participate in the Orientation Program that precedes the start of the school year;
- To communicate regularly with parents and to prepare for and attend all scheduled parent-teacher conferences;
- To perform supervision duties as assigned by the Principal at places such as the School's playgrounds, hallways, cafeteria;
- To develop, organize and lead extra-curricular activities including, but not limited to, those found in the realm of athletics, arts, leadership, service, cultural and clubs, and to provide academic help to his/her students after school as needed.
- To accompany and supervise students on planned overnight educational visits and excursions;
- To participate in or observe activities organized to benefit students, parents and colleagues of the School;
- To demonstrate commitment to professional development both within and outside the School;

Required and Preferred Qualifications and Experiences:

- Bachelor's degree at minimum and teaching qualification/appropriate certification
- Previous teaching experience (preferably at an international school) with demonstrated strong organizational, administrative and interpersonal skills
- Experience with Common Core, other American curriculum standards, and/or IBDP as needed
- For elementary/middle classroom positions, experience with and/or knowledge of the following practices, programs or pedagogical approaches: STEAM Focus; Teachers College Reading and Writing Project (TCRWP); concept and inquiry-based; standards-based assessment; technology integration; Atlas Rubicon; PowerSchool; MAP.
- Excellent communication and presentation skills
- A positive, caring, community-minded team player with a passion for teaching

Compensation and Benefits:

American School Hong Kong offers an initial contract term of two years (renewable). The salary and benefits package will be competitive within Asia. Benefits include a gratuity upon successful completion of the contract, housing allowance, relocation allowance, medical insurance, tuition subsidy for dependent children, and a professional development allowance.

Application Procedure:

The following application materials are required:

- Expression of interest
- A current CV with the contact details of 3 professional referees (at least one from a supervisor at your current school)
- One-page statement of educational philosophy and/or approach to teaching and learning

Include all documents in a single PDF file and forward by email to:

Christopher Coates

School Director

American School Hong Kong

jobs@ashk.edu.hk

Personal data collected will be used for recruitment purpose only. Please note that only short-listed candidates will be contacted.