

Learning Support Teacher – Secondary School

Organization: American School Hong Kong, an Esol Education School

Industry: Education

Start Date: August 1, 2025

Reporting to: Learning Support Department Head & Principal, Secondary School

School Overview:

American School Hong Kong (ASHK) is a K - 12, non-profit, university 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, 10,000 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. 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.

Learning Support Program at ASHK

ASHK is committed to providing support for students with special educational needs (SEN). As an inclusive school community, we recognize the value of a diverse student body. Students who are mid-level to high functioning in terms of their SEN profile, and are able to access the full range of programs offered at the school are candidates for admission to ASHK.

We anticipate that these students will have been previously identified through teacher and parent referrals. Typically, students will enter the school with an assessment already completed by an educational psychologist and an Individual Education Plan (IEP) will have been developed.

For students who did not present as having any particular special education need upon entry into the school, but were identified later after the admissions process was complete and the school year started, the school will initiate an assessment requirement with parents with the expectation that this will be completed in a timely manner so that an IEP can be developed.

The Learning Support team at ASHK currently serves approximately 10% of the total population with either in-class or pull out instructional support. Typically, the SEN students present with one of more of the following:

- Autism spectrum disorder (ASD)
- Attention deficit hyperactivity disorder (ADHD)
- Social anxiety disorder
- Sensory processing disorder
- Speech and language impairment
- Specific Learning Disabilities
- Fine motor delay
- Microtia (hearing)

The learning support teacher works with students in both a push-in and pull-out model. When the student is withdrawn from his/her regular class, that student will work with the learning support teacher or educational assistant in a dedicated classroom.

Learning Support Teacher - Job Duties

- To provide programs, direct instruction and support to students with learning support needs under the direction of the learning support coordinator;
- To create and manage a caring, engaging, purposeful and stimulating environment which is conducive to children's learning, and which is regularly reviewed and continually developed;
- To work collaboratively with classroom teachers through observations and strategy development, in order to meet the needs of individual students;
- To communicate, update and consult with staff and parents regarding relevant learning support topics;
- To create Individual Educational Plans (IEPs) and carry out activities/programs based on IEPs;
- To work with the Student Services Team to handle incoming student referrals and facilitate the development of intervention plans for those students;
- To support class teachers in the implementation of personalised learning practices;

- To work in partnership with teachers to implement aspects of learning plans for groups of students including leading small group instruction and adapting lessons for individual students under the guidance of their subject teachers;
- To manage groups or individual students ensuring differentiation of learning needs, reflecting all abilities;
- To work to remove barriers to underachievement for all students, particularly those with learning support needs;
- To liaise with outside agencies when appropriate e.g. Learning Support Coordinator, Educational Psychologist;
- To provide testing accommodations in accordance with recommendations of an educational psychological assessment and IBDP policies;
- To work closely with the IB DP Coordinator to prepare documentation to support students who may require accommodations in this program;
- To keep themselves up to date with current practices in learning support practices internationally and locally.

General Description/Duties:

- Support the philosophy and pedagogical approach used by the school and become familiar with the curriculum associated with the assignment;
- Participate in the Orientation Program that precedes the start of the school year;
- Perform supervision duties as assigned by the Principal at places such as the school's playgrounds, hallways, cafeteria;
- 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;
- Participate in or observe activities organized to benefit students, parents and colleagues of the school;
- Demonstrate commitment to professional development both within and outside the school.

Required and Preferred Qualifications and Experiences:

- Master's degree and teaching qualification/appropriate certification in Learning Support or Special Education
- Previous learning support experience (preferably at an international school) with demonstrated strong organizational, administrative and interpersonal skills
- Experience in co-teaching models and inclusive teaching practices
- Familiarity with assistive technology and adaptive seating and its application in the classroom
- Crisis intervention skills, with training in strategies to support students in distress
- Collaborative skills, working effectively with teachers, parents, and community resources
- Familiarity with social-emotional learning (SEL) programs, with experience in implementing SEL initiatives
- Strong ethical standards, adhering to ethical guidelines and confidentiality principles in counseling practices
- 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.