

English as an Additional Language (EAL) Teacher – Elementary School

Organization: American School Hong Kong, an Esol Education School

Industry: Education

Start Date: August 1, 2025

Reporting to: EAL Department Head & Principal, Elementary School

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.

EAL Programs at ASHK

English language learners have a rich linguistic background which can enrich our whole school with the diverse cultures and knowledge that they bring to the classroom. We value the assets and contributions our emergent bilingual students bring to our school community at ASHK.

As part of our individualized learning approach, ASHK provides two English Language support programs for families looking for high-quality international education for children still developing their English language skills: Mainstream EAL Program and Foundational English Program. In both programs, students benefit from an academically rigorous standards-based curriculum and inquiry-based learning approach while being supported to acquire the English language skills they need to succeed. Spaces for students requiring intensive language support are limited in order to provide a low student-teacher ratio for optimal learning. Our experienced specialist language teachers nurture students to success by providing targeted instruction that is tailored to each child's individual needs.

Mainstream EAL Program

EAL in the mainstream program enables English language learners to develop their language skills in an immersive English environment with full access to grade-level curriculum. Students receive a support plan based on their individual language needs and language objectives match content objectives in the classroom. We are members of the WIDA International School Consortium, and conduct diagnostic assessments upon entry and yearly assessments to measure growth in English proficiency, in addition to the ongoing formative assessments to measure progress. Mainstream EAL support may come from their classroom teacher, EAL teachers assisting in key class sessions or working with students in targeted small groups to develop literacy skills outside of the mainstream class based on student needs.

As we work to form independent critical thinkers and responsible global citizens, we provide support in the form of scaffolds. Like scaffolding, our supports are flexible, temporary, and based on need. EAL supports are provided throughout a learner's day whether they are with an EAL specialist, their classroom teachers, or other educators. Like all good scaffolds, they are intended to be removed when no longer needed based on English proficiency. To promote excellence, EAL teachers plan collaboratively with content area teachers to ensure objectives and rigor are met whether the student is in or out of the classroom.

Foundational English Program (FEP)

The Foundational English Program (FEP) is for children who have limited proficiency in the English language. The FEP program follows the same curriculum as the mainstream, but students receive intensive support in their foundational English skills in small groups outside of the mainstream classroom. Students still work alongside their peers in several classes to fully integrate into the mainstream class without sacrificing the support they need. Our students in this program are expected to graduate to mainstream classes within one academic year, continuing to receive mainstream EAL support as needed. This program only accepts a small number of students each year.

ASHK's Foundational English Program for students in Grades 2-5 is a tailor-made program that develops the English language skills students need to succeed in our rigorous curriculum. This intensive EAL support program ensures students have the necessary skills for academic success at ASHK and beyond.



Students will learn alongside their peers in our mainstream program while receiving intensive English language instruction during daily targeted teaching blocks.

The Foundational English Program prepares students in Grades 2~5 to advance their English through intensive study. Our EAL faculty, who are experts in English language acquisition pedagogy and learning strategies, are called upon to rapidly develop students' foundational skills in reading, writing, listening, and speaking. To ensure a holistic approach to learning, students integrate daily into specialist classes and activities with their mainstream cohort. This approach fosters communication, collaboration, and teamwork for a seamless transition to mainstream classes upon completion of the FEP.

The goal of the FEP is graduation within one semester. However, students who require additional time to meet the program's exit criteria may continue for an extra semester. As this program is highly intensive, and with limited spaces available, only those applicants that show dedication to their studies and a strong academic record will be considered.

This course uses a standard English proficiency assessment aligned with WIDA standards during the Admissions process to place qualifying students in the program. Students are assessed throughout the semester to ensure they are achieving growth and to track their progress and development in all four language domains. Students receive individualized feedback through class projects, presentations, homework, quizzes, and tests and student achievement is regularly shared with the EAL department, classroom teachers and parents. The course also utilizes various online tools designed to effectively track improvements in reading, writing, listening, and speaking. The end of semester English Assessment is a significant factor in determining if the student has met the program's exit criteria.

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 EAL teaching experience (preferably at an international school) with demonstrated strong organizational, administrative and interpersonal skills
- Previous learning support experience (SEN) would be an asset but not a requirement
- 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.