English Teacher – Secondary School
IBDP English Language A Teacher

Organization: American School Hong Kong, an Esol Education School

Industry: Education

Start Date: August 1, 2027

Reporting to: Principal, Secondary 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 North American teachers 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 balanced K-12 education within an inclusive community, through a challenging American and IB program, enhanced by a strong Chinese program. We empower students to own their learning, think critically, collaborate effectively, and grow as respectful, compassionate global citizens.

Our Vision
To be a world-class school nurturing resilient lifelong learners who lead with integrity, purpose and global-mindedness, and thrive in an ever-changing world.

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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 participate fully, as requested, in School accreditation activities (i.e. WASC, MSA, IBO, EDB);
- To demonstrate commitment to professional development both within and outside the School;
- 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 all activities organized to benefit students, parents and colleagues of the School (e.g. Open Day);
- To supervise examinations when necessary;

- To meet all expectations as outlined in the Staff Handbook, in particular related to professional expectations.
- To keep up to date with IB DP course requirements and be responsible for all internal and external deadlines and documentation for the subject, supervising EEs may be required.

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 IBDP as needed
- 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.