

**School Overview:**

American School Hong Kong (ASHK), a not-for-profit, college preparatory school located in Tai Po in the New Territories opened in 2016 for students from Kindergarten to grade 6. As part of the school's original development plan, one additional grade level would be offered each year until the school reaches the full complement of grades in 2022/23.

ASHK is operated by Esol Education, a premium international education organization, with 40 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 10. Teachers integrate a 'STEAM' program in the elementary division. The International Baccalaureate Diploma Program (IB DP) will be available for high school students beginning in 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.

Chinese Studies

We believe that meaningful and early exposure to more than one language provides our students with advanced cognitive development.

The Chinese program at ASHK is a comprehensive acquisition and development program. We offer daily Chinese (Mandarin) lessons for all children. Our aim is to provide opportunities for students to develop their listening, speaking, reading, and writing skills to an optimal level based on their linguistic and cultural backgrounds.

ASHK has established separate levels (foundation, standard, higher, and advanced) to accommodate the varied experiences students have had with the language. The levels are different in the nature of the expected outcomes for the children and the structure enables children to learn at an appropriate pace. Movement between levels is carefully considered and handled sensitively by the teaching staff in the interests of all children. Movement between levels, if appropriate, is arranged at the end of each term.

Levels

CFL - Chinese Foundation Level (Chinese for beginning/emergent communicators) This pathway is designed for children who have limited to moderate experience in learning Chinese. The learning in this pathway focuses on communication, and aims to enable the children to develop their skills of listening and speaking. Reading and writing are introduced and developed gradually. Simplified characters are used in this pathway.

CSL - Chinese Standard Level (Chinese for capable communicators) This pathway is designed for children who have a good foundation of Chinese and for those who have or want to pursue opportunities to use Chinese in daily life. Speaking and listening remain the focus in the early years but as the children move into upper primary and middle school reading and writing grow to be of equal importance. Simplified characters are used in this pathway.

CHL - Chinese Higher Level (Chinese for near native communicators) This pathway is designed for children who have a strong foundation of Chinese and for Cantonese speakers who are solid with their reading and writing skills but needed some practise of listening and speaking in Mandarin. Traditional characters will be used in this pathway.

CAL - Chinese Advanced Level (Chinese for proficient/native communicators) This pathway is designed for competent speakers of Chinese. The children's competence in listening, speaking, reading and writing enable them to exchange their opinions and information on various topics of Chinese in and outside class. The language standards of this pathway follows the Hong Kong Chinese Language Curriculum Guidelines. Traditional characters will be used in this pathway.

As part of the IB Diploma program all students will be expected to take both English and a second language through to graduation.

Teacher Job Description/Duties (of a general nature):

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;
- 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
- IB DP Experience (for 2021/22, the successful candidate will be required to teach IB Diploma - Language Acquisition)
- 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:

Applications should be received by January 8, 2021. The following application materials are required:

- Expression of interest
- A current CV with photograph and 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:

John Jalsevac

School Director

American School Hong Kong

jobs@ashk.edu.hk