Chinese American International School

seeks a

PRESCHOOL CHINESE TEACHER (2021-2022)

Full-time, exempt position

OPPORTUNITY

Seize the opportunity to join the vibrant, dynamic, synergistic community at CAIS as a Preschool Chinese teacher. Become part of a team striving to be the world’s most innovative, inspiring, and influential Chinese English dual-language immersion school. This position offers a unique opportunity for passionate early childhood educators to be part of a preschool-8th grade program that places great importance on early learning. Consistent with its Strategic Vision 2020-2025, CAIS is committed to reimagining immersion to achieve greater student engagement and proficiency in Chinese and cultivate the cognitive, character and intercultural competencies that are the “CAIS Immersion Bonus.” We are seeking a teacher leader who can collaborate with our strong existing Chinese faculty to shape CAIS Preschool’s full Chinese immersion model, which will be implemented in the 2021-2022 school year.

OUR IDEAL CANDIDATE

The ideal candidate finds resonance with CAIS’s mission to Embrace Chinese, Become your Best Self, and Contribute to a Better World. As CAIS aims to empower inquisitive, creative, and inspired learners, we look for a candidate adept at child-centered pedagogy such as differentiation, play based learning, inquiry based learning, and application of best practices in language and literacy instruction. Our new team member will collaborate with grade level Chinese partner teachers and enjoy a wealth of professional development opportunities. The candidate will enter an environment that values social emotional learning alongside intellectual challenge. Within the framework of a strong curricular vision supported by a Preschool-8th Grade Chinese Director and Preschool Director, the candidate will enjoy considerable autonomy in developing the classroom curriculum.

CAIS offers a dynamic dual culture setting, in which faculty are immersed in a culture of language learners. We look for a candidate who will embrace CAIS’s work to create an equitable, inclusive environment where all faculty, students, and families are supported in their individual identities. We welcome all applicants who aim to actively support our diverse and inclusive community.

ESSENTIAL DUTIES

Position responsibilities include (but are not limited to):

● Demonstrate teaching excellence, a growth mindset, professionalism, flexibility, and integrity
● Collaborate with Preschool teaching team, including other lead teachers, teaching associates, and specialist teachers
● Interact with children using positive, supportive, and respectful attitude, language, and tone
● Support child’s social and emotional development
● Maintain a healthy, safe, engaging, and developmentally appropriate environment
● Make sound, timely and appropriate decisions and take responsibility for the decisions
● Contribute to the development of community among staff by having open, constructive, and solution-oriented communication
Encompass a positive discipline approach in guiding student behavior
Partner with families towards students’ success
Develop a positive intellectual, emotional, and social environment within the classroom and a class community in which all children feel valued and a sense of belonging
Work collaboratively and maintain standards of respect, courtesy, and mutual consideration with the school community, including students, staff, and parents

**ESSENTIAL REQUIREMENTS**
- Bachelor’s or Master’s degree in Early Childhood Education
- Minimum of 12 ECE units or Child Development Teacher Permit
- 5 or more years of teaching experience in early childhood Chinese immersion education
- Mandarin Chinese language proficiency
- Excellent interpersonal and communication skills
- Ability to work with colleagues from different backgrounds
- Commitment to school mission, policies, and initiatives
- Technical/Computer skills as required for job performance
- Ability to lift and carry up to 50 pounds
- Initial and continued tuberculosis clearance
- Initial and continued criminal background clearance by DOJ and FBI
- CPR and First Aid Certification

**Physical demands and work environment**
- The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions for the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions
- Physical demands: While performing the duties of this job, the employee is occasionally required to walk; sit; use fine motor skills, reach with hands and arms; balance; stoop, talk or hear. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.
- Work environment: The noise level in the work environment is usually moderate.

**ABOUT EARLY CHILDHOOD DIVISION**
For information about CAIS’s Early Childhood Division, visit [https://www.cais.org/curriculum/early-childhood-division](https://www.cais.org/curriculum/early-childhood-division)

**ABOUT CAIS**
The CAIS mission exhorts all community members to embrace Chinese, become their best selves, and contribute to a better world. As the nation’s first dual language Chinese and English preschool through 8th grade school, CAIS embodies this mission by working continuously to maintain our role as a leader in immersion education. CAIS incorporates the innovation and best practices from both Chinese and English language teaching traditions to create an immersion experience that leverages our distinct opportunities for language, subject, and cultural intersections. Our three campuses are located in the heart of San Francisco and accessible by public transportation in San Francisco. The lively neighborhood echoes the school’s vital energy and provides ready access to cultural treasures such as the Asian Art Museum, SF Jazz, the San Francisco Symphony and more. For more information, visit [https://www.cais.org/about-us/employment](https://www.cais.org/about-us/employment).
TO APPLY
CAIS’s commitment to diversity, equity and inclusion is central to our mission. People of color and LGBT candidates are strongly encouraged to apply. CAIS is an equal opportunity employer and does not discriminate on the basis of race, color, ethnicity, religion, age, sex, sexual orientation, physical or mental disability, or other characteristic protected by law.

Email cover letter and resume to c_tseng@cais.org. In the subject line please indicate “Preschool Chinese Teacher.” Please no calls.
Chinese American International School is dedicated to attracting, developing, rewarding and retaining a world-class faculty and ensuring that this is a great place to work. We put a high priority on advances in compensation, benefits, and work climate with a 2020–2021 benefits package and perks including:

**Distinctively CAIS Benefits**
- Down payment assistance for home purchase
- Commuter benefits (up to $270/month) for lead teachers
- China Faculty Institute (teacher trips to China and Taiwan)
- Chaperone student trips to Taiwan (Taipei) and China (Guilin and Yunnan Province)
- Below-Market Rental process assistance
- Realtor services provided for rental search
- Dynamic, dual culture setting valuing honest self-assessment, thoughtful self reflection, intentional planning, and focused implementation

**Financial Benefits**
- CAIS contributes 5% of your earnings immediately in a 403(B) retirement plan (no contribution required on your part)
- Transparent salary scale benchmarked to the Bay Area’s competitive standards, including step increases and annual cost-of-living adjustments
- Consideration for relocation costs
- Approximately 90% adjustment to tuition for exempt employees

**Professional Development**
- Robust opportunities for conferences, workshops, and courses
- Introductory Chinese class for faculty/staff
- Membership in California Teacher Development Collaborative — https://catdc.org/

**Health Benefits**
- CAIS pays 100% of the premium for medical, dental, vision, acupuncture, short-term disability and long-term disability, and life insurance for you (along with competitive rates for spouse and family coverage)
- Employer-funded Health Savings Account (HSA) and Pre-tax HSA employee contribution
- Pre-tax Flexible Spending Account (FSA) for medical and dependent care

**Vacation / Holiday / Paid Time Off**
- Thanksgiving Break – 1 week
- Winter Break (December/January) – 2 weeks
- Winter Break (February) – 1 week
- Spring Break (April) – 1 week
- Summer Break – 9 weeks of summer from mid-June to mid-August
- Paid holidays according to the school calendar
- Up to 2 additional days off for religious holidays
- Accrue 11.5 days of Sick Time annually
- Accrue 3 days of Personal Time annually

**Quality of Life and Appreciation**
- Appreciation breakfasts
- Wellness programming
- Monthly appreciation lunches
- Twice-yearly Faculty/Staff Appreciation Weeks
- Annual milestones luncheon
- Free tickets to annual dinner/dance gala
- Chinese New Year luncheon
- Birthday gift cards

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**CAIS as a Workplace**

Life changing. World changing.