



Life changing. World changing.

Chinese American International School  
seeks a  
**PRESCHOOL COUNSELOR (2022-2023)**

**Independent contractor position**  
**(Please note, this is an English language position; Chinese proficiency not required)**

### **OPPORTUNITY**

Seize the opportunity to assist the vibrant, dynamic, synergistic community at CAIS as a Preschool Counselor. 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 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 preschool counselor who can collaborate with our strong existing Chinese faculty to shape CAIS Preschool's Chinese immersion, which moved to a full immersion model 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* 拥抱中华，成为最好的自我，为更美好的世界贡献自己的能力。As CAIS aims to empower inquisitive, creative, and inspired learners, we look for a candidate adept at child-centered pedagogy that supports young children's social emotional development and provides guidance to families and school personnel to assist our students in being successful and happy. The school counselor promotes a positive, safe, and supportive learning environment and helps address personal and social risk factors for students. Within the framework of a strong social emotional curricular vision supported by the Head of Early Year and Preschool Director, the candidate will collaborate with grade level Chinese partner teachers and support children in the classroom setting. Through this process, the school counselor may identify student challenges in their earliest stages and recommend or implement prevention and intervention strategies. The candidate will enter an environment that values social emotional learning alongside intellectual challenge.

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*):

- Approximately 10 hours per month, from September through May
- Meet with students as needed, individual or small group basis. Individual time and "hands-on" coaching with the child in the classroom setting.
- Consult with parents/guardians at any time. Individual sessions with parents regarding parenting issues and strategies to effectively address presenting behavioral concerns in the home.



- Collaborate with the Preschool teaching team, including preschool director, lead teachers and teaching associates, to develop effective strategies to address difficult behaviors in the classroom
- Collaborate with administrators and teachers to develop plans that adequately and appropriately accommodate a child's documented needs
- Center site visits to include classroom observation and assessment referral.
- Provide referrals to other community resources and services.
- Maintain a high regard for the privacy and confidentiality of information collected or recorded about individuals with whom they work.
- Interact with ages two to five children using positive, supportive, and respectful attitude, language, and tone
- Support child's social and emotional development and promote a healthy, safe, engaging, and developmentally appropriate environment
- Contribute to the development of community among staff by having open, constructive, and solution-oriented communication
- Work collaboratively and maintain standards of respect, courtesy, and mutual consideration with the school community, including students, staff, and parents

## ESSENTIAL REQUIREMENTS

- Master's degree or higher in psychology, social work or related field
- Licensed Marriage and Family Therapists (MFT), Clinical Social Workers (LCSW) or Psychologist in CA
- 5+ years in the field of social services, preferred
- 2+ years in the field of infant and early childhood mental health preferred
- Familiar with principles of early childhood mental health assessment, treatment and diagnosis
- Experience with young children 2-5 and their families
- Self-motivated; ability to work both independently and in cooperation with others
- Strong case management skills, intake, and assessment skills
- Strong and effective communication skills both written and verbal
- Computer competence; knowledge of Microsoft Word, Excel, and PowerPoint
- TB clearance and health screening
- Fingerprint and child abuse index clearance
- Commitment to school mission, policies, and initiatives
- Mandarin proficiency is a plus, but is not required

## ABOUT CAIS

As the nation's first Mandarin Immersion Preschool through 8th grade school, CAIS embodies our mission by working continuously to maintain our role as a leader in immersion education. We value honest self-assessment, thoughtful self-reflection, intentional planning and focused implementation. We are known as an ambitious school, and we have embarked on a multi-year vision to reimagine immersion, reimagine our culture of learning, reimagine character and community, and reimagine our learning spaces. While our three campuses are currently located in the Hayes Valley neighborhood of San Francisco, we are thrilled to announce that we have purchased a [campus on 19th Avenue](#) in San Francisco which will more than double our program space and allow all divisions to be together on one spectacular campus.



**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](mailto:c_tseng@cais.org). In the subject line please indicate "Preschool Counselor." Please no calls.

