



Life changing. World changing.

Chinese American International School seeks a

Lower School English Teaching Associate (April - June 2023)

Non-exempt, full-time position

WELCOME!

Join the vibrant community at the Chinese American International School's Lower School campus as a teaching associate. Become part of a team striving to be the world's most innovative, inspiring, and influential Chinese English dual-language immersion school.

OUR IDEAL CANDIDATE

The ideal candidate finds resonance with CAIS's mission to *Embrace Chinese, Become Our Best Selves, and Contribute to a Better World*. As CAIS aims to empower independent, effective, and inspired learners, we look for a candidate who seeks to become proficient in student-centered pedagogy such as differentiation, use of assessment to inform teaching, and Workshop-based instruction. The candidate will enter an environment that values social emotional learning alongside academic challenge. Teaching Associates are mentored by and coordinate student learning with an experienced classroom lead teacher.

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 and participate in our diverse and inclusive community.

ESSENTIAL DUTIES

Position responsibilities include (*but are not limited to*):

- 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
- Encompass a positive discipline approach in guiding student behavior
- Work collaboratively and maintain standards of respect, courtesy, and mutual consideration with the school community, including students, staff, and parents
- In coordination with the lead teacher, plan and implement engaging learning experiences in alignment with the curriculum for individual, small and large group activities
- Assist in the daily operations of the classroom
- Meet the varied needs of children in the classroom by scaffolding and extending classroom lessons
- Provide for the physical safety of children
- Support the daily operations of the school by assisting with arrival and drop-off
- Actively supervise students during lunch and/or recess times
- Attend required meetings
- Substitute for the teacher by independently leading the class
- Keep current in pedagogical thinking, strategies and techniques
- Demonstrate an affirming attitude toward the school, a willingness to receive feedback, and professional demeanor and integrity



ESSENTIAL REQUIREMENTS

- Bachelor's degree strongly preferred
- Experience working with children
- Desire to develop as an educator
- Commitment to meeting the needs of individual learners and promoting social and emotional development
- Commitment to school mission, policies, and initiatives

VALUED SKILLS AND EXPERIENCE

We value, but do not require, the following attributes:

- Personal experience with second language acquisition
- Training or experience in elementary classrooms preferred
- College coursework in education

ABOUT CAIS

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. At CAIS 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.

Our three campuses are currently located in the heart of San Francisco and are 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> and the [CAIS Lower School Website](#).

TO APPLY

CAIS's commitment to [diversity, equity and inclusion](#) is central to our mission. People of color and LGBTQIA candidates are strongly encouraged to apply.

Email cover letter, resume, and list of references to lower_school_jobs@cais.org. In the subject line please indicate: "Lower School Teaching Associate." Please no calls.

