



毅力 Perseverance



好奇 Curiosity



包容 Inclusion



勇气 Courage



善良 Kindness



Life Changing. World Changing.

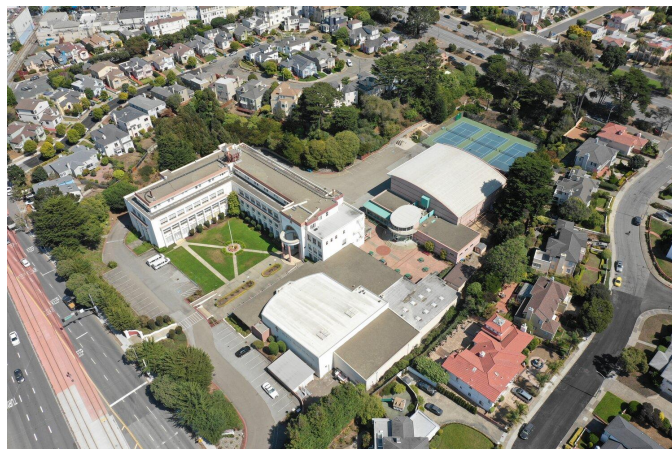
Chinese American International School
seeks a

Middle School (6-8) PE Teacher and Interim Athletic Director (with opportunity to become permanent AD)

This exempt, full-time position will begin August 2023
Mandarin is *NOT* required

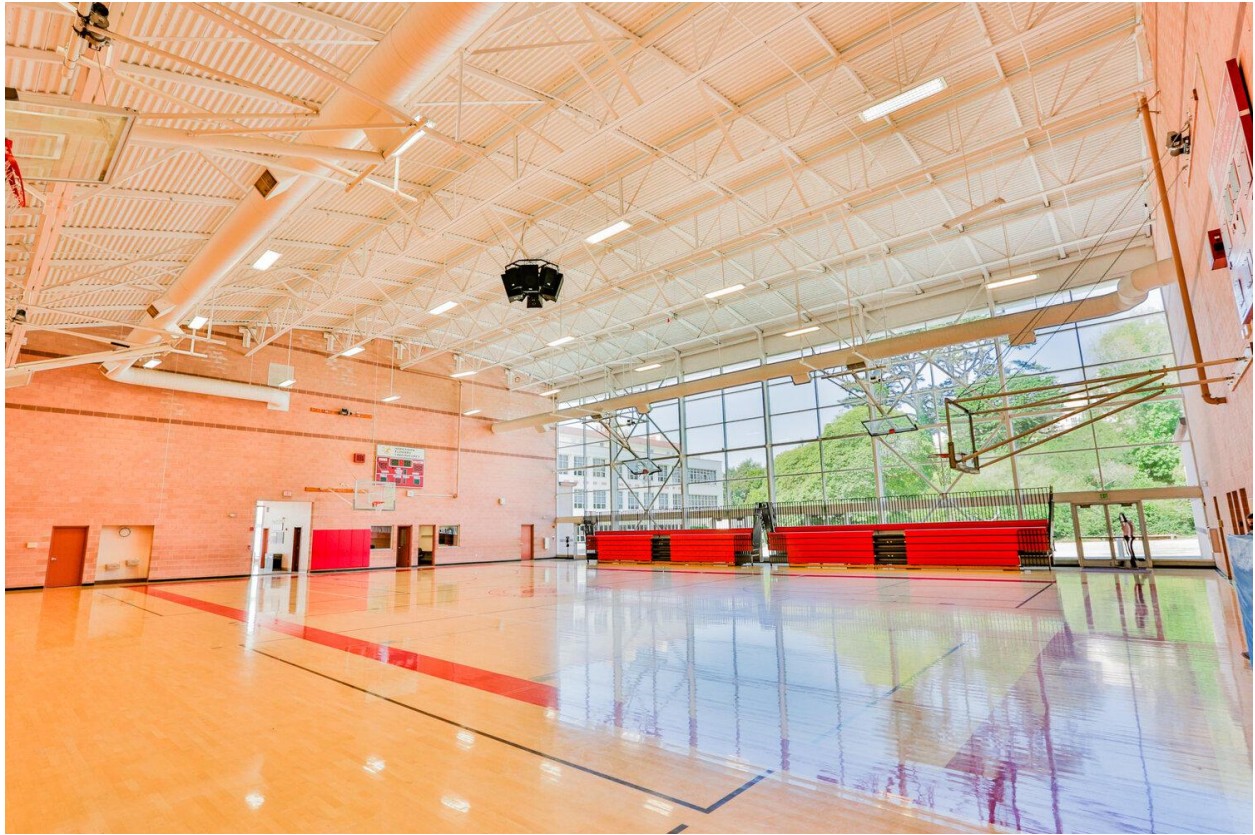
OPPORTUNITY

This is an opportunity to teach PE and develop an overall health, wellness, and physical education program at the oldest, most innovative, and most well-known Mandarin immersion school in the United States. But it is also *much, much* more. Chinese American International School has recently acquired a 5.4 acre campus in the southeast of San Francisco which will allow us to transform our physical education and after school sports



programs. Our new athletic complex brings a full-size gymnasium, workout facilities, and locker rooms, along with expansive outdoor spaces (unrivaled for an urban middle school) including at least one youth soccer field, to meet a student and parent community that is hungry for even more and better sports opportunities. *This* is the time for a creative and energetic educator to join our team and build the future of health, wellness, and competitive sports at our school. Reflecting our commitment to PE and athletics on the new campus, we will be growing our PE staff in the coming years as we prepare to move to the new campus in August of 2024. The successful candidate will also serve as interim athletic director in 2023-24 for our current after school and weekend sports program, with the potential to become permanent AD in 2024-25. This is an exciting, growth and building opportunity at an exciting time for CAIS for the right candidate. Mandarin proficiency is *not* required.

19th Avenue Gymnasium



Rendering of Future 2nd-8th Grade Playground and U8 Soccer Pitch



DUTIES

Specific duties (not limited to):

- Teach two blocks of middle school physical education per day in grades six through eight.
- Supplement physical education instruction on an as-needed basis in other grades.
- Design curriculum for PE and goals for Athletics programs to build on the emerging community interest in our athletic program
- Identify opportunities to collaborate with other disciplines
- Design opportunities to promote community in Preschool - 8th grade
- Design effective ongoing communication to the greater school community about our Athletics program
- Make staffing recommendations, supervise, evaluate performance, and meet with staff
- Ensure PE department is meeting or exceeding all State Standards
- Oversee all athletic facilities, schedule practice use, recommend maintenance and repairs
- Supervise and coordinate the budget for all competitive sports
- Maintain student equipment and team equipment to ensure all are in working order and available for use
- Maintain accurate record keeping in terms of season reports, inventory, financial reports, injury, and emergency information for all participants
- Design and promote opportunities for Health and Wellness among faculty and staff

CAIS Representative to the San Francisco Athletic League

- Schedule all intra-school athletic events for CAIS with the San Francisco Athletic League (SFAL)
- Represent CAIS in departmental and program activities
- Enforce and interpret all athletic regulations as specified by SFAL
- Act as Tournament manager for all SFAL sports activities that are assigned to CAIS promoting the use of the 19th Avenue gymnasium for such competitions
- Make all necessary arrangements for all non-school facilities needed in the Athletics program
- Work with SF Parks Department and Sacred Heart Cathedral Preparatory to ensure ongoing use of athletic fields for physical education classes during the 2023-2024 school year

Duties Pertaining to Athletic Events

- Publicize upcoming events in athletics and on all special activities in which 5th - 8th participate
- Attend all home athletic events for overall supervision and to inform visiting teams and officials of pertinent details.
- Make recommendations to the MS Division Head regarding the conduct of each activity
- Develop schedules as needed for use in publicizing all programs

REQUIREMENTS

- An appreciation for the value competitive, educational athletics can provide to middle school students
- A positive, energetic attitude that translates to the student body in a way that encourages participation and risk-taking in both physical education class and after school sports
- An understanding and appreciation of the middle school years
- Ability to work as a member of a highly collaborative and collegial faculty team
- Strong leadership and supervisory skills
- Excellent interpersonal and communication skills
- Experience teaching and leading in diverse communities
- Commitment to school mission, policies and initiatives
- Initial and continued tuberculosis clearance
- Initial and continued criminal background clearance by DOJ and FBI
- CPR and First Aid Certified

Valued but not required skills and experience:

- Bilingual: English/Mandarin
- Knowledge of martial arts and Chinese sports

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, whether through our signature [Global Programs](#) for 5th, 7th, and 8th graders or programs such as 春FUN which leveraged Chinese in physical activities such as kungfu. We are known as an ambitious school, and are implementing our [multi-year vision](#) to reimagine immersion, reimagine our culture of learning, reimagine our community connectedness, and reimagine our learning spaces.



Our three campuses are currently located in the Hayes Valley neighborhood of San Francisco. In 2021 we purchased a 5.4 acre, 120,000 sq ft campus with top tier, theater, dance, arts, athletic, science, and tech facilities plus extensive outdoor space 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 beginning

in the 2024-2025 school year. For more information, visit <https://www.cais.org/community/19th-avenue-campus/>

BENEFITS

CAIS is dedicated to attracting, developing, rewarding and retaining world-class employees 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 2023-2024 benefits package and perks including:

Distinctively CAIS Benefits

- Down payment assistance for home purchase
- Commuter benefits (up to \$300/month)
- Trips to China and Taiwan
- Chaperone student trips to Taiwan (Taipei) and China (Guilin and Yunnan Province)
- 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)
- Salary scale benchmarked to the Bay Area's competitive standards, including 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
- 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 school 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

- Monthly appreciation lunches
- Twice-yearly Faculty/Staff Appreciation Weeks
- Annual milestones luncheon
- Free tickets to annual dinner/dance gala
- Lunar New Year luncheon
- Birthday gift card

COMPENSATION

CAIS has an established salary scale that recognizes experience and other qualifications including (but not limited to) education and training, leadership, and bilinguality. The salary range for this position is: \$75,800 - \$123,800

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 middle_school_jobs@cais.org. In the subject line please indicate "PE Teacher and Interim Athletic Director." In your cover letter please reference how you learned of this opening. Please no calls.



Girls Varsity Basketball exulting at the buzzer-beating shot that won them the league championship title this year!