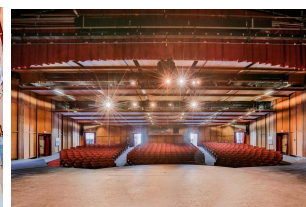
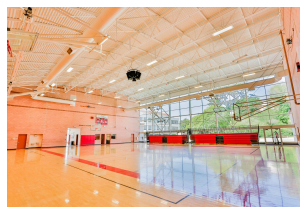




Life changing. World changing.



Chinese American International School seeks a

7th & 8th Grade English Teacher

*This is an English language position; NO Chinese language proficiency required.
Exempt, full-time position*

OPPORTUNITY

Join the vibrant community at the Chinese American International School's new [Forever Home campus on 19th Avenue](#) as a 7th & 8th Grade English Teacher. 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*; our [Core Values](#) of *Courage, Curiosity, Inclusion, Kindness, and Perseverance*; and our [Strategic Vision 2020-2025](#) to *Reimagine CAIS, Reimagine Success*. CAIS aims to empower independent, effective, and inspired readers and writers. We recently worked to establish a Writing Workshop approach in Middle School, building on our successful implementation in Lower School. In addition, we are in our third year partnering with Challenge Success and the Learner-Centered Collaborative to ensure an authentic, engaging, student-centered approach to instruction. Our ideal candidate is adept at student-centered pedagogy such as differentiated instruction, explicit instruction of literacy skills, use of assessment to inform teaching, and project-based learning. Our new team member will have opportunities to collaborate with the Middle School Humanities department, design new curricula based on an aligned scope and sequence with the support of the Director of Curriculum, integrate projects with our new Design Lab, travel with students on an academic China trip, and receive funds for outside professional development.

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.

MAIN AREAS OF FOCUS AND RESPONSIBILITY

- Teach two sections of 7th grade and two sections of 8th grade English
- Implement 7th and 8th grade Reading and Writing curricula with a student-centered Workshop approach
- Oversee and advocate for a group of 10-12 advisory students, through daily advisory meetings and one advisory class per week
- Develop a positive intellectual, emotional, and social climate within the classroom

ESSENTIAL DUTIES

- Successfully teach all assigned classes in accordance with age appropriate best practices
- Maintain accurate and complete academic reports that provide a cumulative record of student performance. Prepare evaluations, grades and progress reports according to prescribed procedures and deadlines.
- Demonstrate an affirming attitude toward the school, a willingness to accept positive criticism, a professional demeanor and integrity
- Encompass a positive discipline approach in guiding student behavior
- Develop learning experiences that meet the students' varying needs and interests
- Report immediately major student misbehavior to the appropriate division director
- Maintain high standards of respect, courtesy, and mutual consideration with the school community, including with students, staff, and parents
- Serve on faculty committees as needed
- Meet responsibilities and deadlines in the classroom and of the school (e.g., grades and progress reports)
- Communicate in a positive, supportive, timely and professional manner with parents (written and verbal) on an ongoing basis
- Attend faculty and division meetings including required meetings/events before the beginning of, during and after the conclusion of the school year
- Demonstrate openness to observations, feedback and coaching on classroom instruction
- Participation in the CAIS outdoor education program as needed
- Administrative and supervisory duties outside of class as assigned by the middle school director

ESSENTIAL SKILLS, EXPERIENCE, and REQUIREMENTS

- Strong knowledge of literacy pedagogy
- Experience with, or willingness to learn, Workshop pedagogy
- Bachelor's degree
- Minimum: 2 years classroom experience
- Excellent interpersonal and communication skills
- Strong collaboration
- Experience working with diverse communities
- Familiarity with, or willingness to learn, literature from diverse perspectives
- Commitment to school mission, policies and initiatives
- Experience with curriculum development
- Initial and continued criminal background clearance by DOJ and FBI
- Initial and continued tuberculosis clearance

VALUED SKILLS & EXPERIENCE

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

- Teaching credential, Master's in Education (M.Ed.), or equivalent
- Bilingual: English/Mandarin is a plus
- Personal experience with second language acquisition

BENEFITS & COMPENSATION

The CAIS Board of Trustees and administration are expressly dedicated to ensuring that CAIS is a great place to work. The school is committed to attracting, developing, retaining, and rewarding top-tier employees with a strong benefits package. The salary range for this position is: \$78,400 - \$126,400, based on experience. Please see the final page for a description of benefits.

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 are making substantial progress on our [multi-year vision](#) to reimagine immersion, reimagine our culture of learning, reimagine character and community, and reimagine our learning spaces. Since 2021, we have been using our new [campus on 19th Avenue](#) in San Francisco for athletics, arts, and community events. In September 2024, our entire community will begin the school year at our newly renovated Forever Home, which more than doubles our program space from our Hayes Valley locations and allows 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 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: "ELA" Please no calls.



毅力 Perseverance



好奇 Curiosity



包容 Inclusion



勇气 Courage



善良 Kindness



Life Changing. World Changing.

CAIS as a Workplace

Chinese American International School 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 2024-2025 benefits package and perks including:

Distinctively CAIS Benefits

- Commuter benefits provided (up to \$315/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)
- Transparent salary 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

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

Professional Development

- Robust opportunities for conferences, workshops, and courses
- Membership in California Teacher Development Collaborative – <https://catdc.org/>

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 per 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

