



Life changing. World changing.



Chinese American International School in San Francisco, CA seeks a

## Preschool Chinese Lead Teacher

*This is a Chinese language position  
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 Preschool Chinese Lead 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*. As CAIS aims to empower independent, effective, and inspired learners, we look for a candidate adept at student-centered pedagogy such as differentiation, use of assessment to inform teaching, and Workshop-based instruction. This candidate can foster a joyful learning community that strikes a developmentally appropriate balance between deepening students' academic skills and nurturing the curiosity and creativity of our learners. Our new team member will collaborate with grade level Chinese partner teachers and enjoy a wealth of professional development opportunities. Within the framework of a strong curricular vision supported by the Chinese Program 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 and participate in 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
- Hold strong child development and pedagogical content knowledge
- Lead curriculum planning, assessment, report writing, and parent-teacher conferences, while contributing to and sustaining key program initiatives.
- Collaborate with Music, PE and Art teachers to integrate curriculum and support a cohesive, interdisciplinary learning experience for students.
- Support young children with whole group instructions, small group activities and differentiated instruction
- Use child observation, documentation, and assessment to inform instruction, plan learning experiences
- Develop and sustain the habit of reflective and intentional practice in their daily work
- Maintain a healthy, safe, engaging, and developmentally appropriate environment
- Interact with children using positive, supportive, and respectful attitude, language, and tone
- Encompass a positive discipline approach in guiding student behavior
- Partner with families to support each child's learning and overall development
- Foster a positive intellectual, emotional, and social classroom environment where all children feel valued and experience a strong sense of belonging
- Collaborate closely with grade level and cross grade level teaching teams, including lead teachers, teaching associates, support teachers, and specialist teachers
- Facilitate classroom team meetings and support the professional growth of associate and support teachers
- Foster a collaborative community through constructive communication, while maintaining professionalism and respect for students, staff, and families.
- Active participation in Teacher Collaboration Time (TCT) to align curriculum and plan instruction, while maintaining professionalism and respect for students, staff, and families.
- Make sound, timely, and appropriate decisions and take responsibility for those decisions



## ESSENTIAL REQUIREMENTS

- Bachelor's degree in Education
- Minimum of 12 ECE units or Child Development Teacher Permit
- 2 or more years of teaching experience in early childhood
- 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
- Initial and continued tuberculosis clearance
- Initial and continued criminal background clearance by DOJ and FBI
- CPR and First Aid Certification

## VALUED SKILLS & EXPERIENCE

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

- Master's degree preferred
- Three units of administration ECE or site supervisor preferred
- Personal experience with Chinese immersion education / 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: \$84,700 - \$119,200, based on experience. Please see the final page for a description of benefits.

## ABOUT CAIS

As the nation's first Mandarin immersion day school, Chinese American International School (CAIS) is an independent Preschool through 8th grade school in San Francisco. Our mission—*Embrace Chinese, Become Our Best Selves, and Contribute to a Better World*—guides every aspect of our work. CAIS prepares students to navigate and contribute to an interconnected world through language, culture, and character development.

Our new campus and state-of-the-art performing arts facilities provide an exceptional foundation for creative teaching, learning, and community engagement.

## 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. [Click here to apply](#). Please no calls.



毅力 Perseverance



好奇 Curiosity



包容 Inclusion



勇气 Courage



善良 Kindness



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# 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 2026-2027 benefits package and perks including:

## Distinctively CAIS Benefits

- Commuter benefits (up to \$340/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, chiropractic, 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 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 Events
- Annual milestones luncheon
- Free tickets to annual dinner/dance gala
- Lunar New Year luncheon
- Birthday gift card