

# 加入我们—职位信息

## Join us—Vacancy Information



包玉刚实验学校  
YK PAO SCHOOL

### **YK Pao School**

**Shanghai, China**

**Primary Homeroom Teacher**

**For August 2021**

YK Pao School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. References, background checks and criminal record checks will be required.

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### **Key responsibilities:**

#### **1. Teaching and Learning:**

- Plan, teach and evaluate classes as designated by subject coordinators;
- Ensure that teaching and learning is aligned with the school's bespoke curriculum model;
- Set up reasonable proximal goals for students based on curriculum requirements; teach students in accordance with their aptitude;
- Differentiate learning to cater for full range of student needs to ensure they are engaged and challenged;
- Use technology to enhance learning and help students develop the necessary skills and confidence in this area;
- Organize related activities outside of the classroom to enhance student learning and development;
- Respect the bi-lingual environment and cater to language needs of both native and second language learners;
- Communicate proactively with colleagues and parents regarding students' learning;

#### **2. Classroom and Behavior management:**

- Develop a close and supportive relationship with students under your care; establish a rapport which enhances learning;
- Help deliver the pastoral programme (Character Education, Positive Discipline);
- Be a positive role model for all students in the school and recognize your responsibility for their well-being and development;
- Establish a classroom environment where students feel safe and comfortable to take risks;
- Ensure that classroom/school resources are well prepared and managed;
- Implement and ensure students follow the School's behavior policy;
- Ensure that all students are treated equitably with respect and fairness;
- Acknowledge children's improvement and effort rather than just result or achievement;

### 3. Relationship management:

- Work co-operatively and supportively with other staff;
- Share information, ideas and resources with colleagues and line managers in the best interests of students;
- Build trusting, collaborative and respectful working relationship with parents in order to co-educate students;

### 4. Administrative Duties:

- Fulfill the administrative functions of classroom management e.g. attendance, routines, absences
- Ensure assessment data is shared and archived;
- Communicate in a timely fashion with parent/caregivers regarding student learning and well-being;

### 5. Contribution to Wider School Life:

- Uphold and fulfill the school's professional standards;
- Support and uphold the school's excellent reputation in the wider community;
- Fulfill the school ethos by focusing on whole person education, internationalism appreciation of Chinese culture;

### **Requirements:**

- Bachelors of Education or PGCE and a degree in the subject area that you teach
- 2+ years teaching experience in full-time school
- International experience
- Bilingual \ Bicultural teaching experience is preferred
- Teaching qualification

### **Preferred but not essential Requirements:**

- Native English (for international staff)
- Excellent communication skills
- Proficiency in/knowledge of a second language (desirable)
- Team player
- Flexible and adaptable

### **Attractive Remuneration Package:**

1. Competitive salary
2. International insurance (except US)
3. Pension contribution
4. Housing allowance
5. Flight allowance

### **Contacts:**

Please send a letter of application and a CV which includes the contact details of two referees to

HR Office:

joinus@ykpaoschool.cn  
+86 21 61671999

For more information please visit: [www.ykpaoschool.cn](http://www.ykpaoschool.cn)