

JOB PROFILE

POSITION: Support Teacher, Kindergarten

START DATE: 1st August 2017

JOB LOCATION: Beijing (Daystar Academy: Sanlitun Campus)

REPORTS TO: Campus Director

JOB SUMMARY

The Support Teacher is responsible and accountable for assisting in the teaching activities and outcomes of the appropriate classroom.

DUTIES AND RESPONSIBILITIES

- Assists Lead Teacher in classroom activities and works towards the goal of leading some activities;
- Assists Lead Teacher in creating and maintaining a safe, supportive and nurturing environment for children;
- Assists Lead Teacher in observing, assessing and recording the students growth and development throughout the entire school year;
- Updates parents about their child's experience at school in writing and in person;
- Contributes to the overall success of the school, including attending occasional after school and other marketing events;
- Participates in one after school activity;
- Adheres to Ivy Academy and Ivy Group policies and procedures;

SUMMARY OF QUALIFICATIONS

- Bachelor degree in Early Childhood Education(ECD) or Education related major;
- Chinese nationality with communicating fluent English;
- At least 2 years of Early Childhood Education(ECE) working experience;
- International ECE working experience would be desirable

HOW TO APPLY

If you are interested in this role, please send your application to recruiting@ivygroup.org . Please indicate the position you are applying for in your email. Should you need more information on our campus, please check out our website at www.ivyschools.com .