

Elite Education Academy

1500 District Avenue, Burlington, MA 01803

Contact Person: Zoey Fu

Instructional Coordinator and Marketing Manager

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COMPANY SUMMARY

Elite Education Academy, representing our international schools in China, recruits the American faculty team focusing on IB/AP courses training and helping foreign kids prepare for study abroad.

The headquarter of Elite Education Academy is one of Chinese great leading education groups located in Shanghai, China, which includes several branch educational consultant companies and international schools.

POSITIONS

- Part-time instructional positions
- Online IB /AP courses training
- One on one or small online classes
- Entry-level positions
- High School Vacancy:
 - IB Economics Teacher (3)
 - IB Geography (3)
 - IB/ AP History Teacher (3)
 - IB Psychology (3)
 - IB/ AP Biology (3)
 - IB / AP Chemistry (3)
 - IB / AP Physics (3)
 - IB Design Technology (3)
 - IB / AP Mathematics Teacher (2)
 - IB Visual Arts (3)
 - ESOL (2)

APPLICATION INFORMATION

- Job Start Date: April. 1st, 2016
- Apply Until: No closing date, position open until filled
- **All Applicants** should attach
 - ✓ Cover letter
 - ✓ Résumé

- ✓ Transcript (UNOFFICIAL OR OFFICIAL)

QUALIFICATIONS

- Bachelors Degree in relevant subject areas
- Masters / Doc. Preferred
- Teaching License preferred
- Experience teaching in an international school preferred
- English native speaker

ESSENTIAL FUNCTIONS

- Provide support to schools/Directors as designated
- Understand and respect the Chinese moral and the school's cultural heritage
- Encourages students to set and maintain standards of classroom behavior
- Strives to implement by instruction and action the school's philosophy of education and instructional goals and objectives
- Strives to maintain and improve professional competence
- Attends staff meetings and orientations
- Performs other related duties as requested or assigned

SALARY INFORMATION

- Basic salary: \$20-50 / hour

Please submit your materials to the email below:

Zoey Fu

Instructional Coordinator and Marketing Manager
zoey@eliteeducationacademy.com

All applicants will be considered; however, only selected applicants will be interviewed. Selected candidates will be contacted within two weeks of application, and a telephone/Skype interview may be required for further assessment.