



# Information for Prospective Teachers

2024/25 Academic Year





## About KWA

Founded in 2016, we are a K-12 international school accredited by Cognia and a WASC Candidate School with a student population of 1200 students and a faculty of 176 teachers from 11 different countries. Our core values are Courage, Adaptability, and Persistence.

Our school is organized into the Primary School, grades K-5, the Middle School, grades 6-8, and high school, grades 9-12. For Primary and Middle School, we follow a bilingual program using the US Common Core and Next Generation Science Standards along with the Chinese National Curriculum. For High School, we follow the US Common Core and College Board AP curriculum and have introduced the IGCSE and A-Level UK program in 2021.



## Interview Process

We conduct panel interviews using Zoom which generally include some of the following people:

### Senior Leadership Team

- Mr. Ever Li, Headmaster, China
- Mr. Scott Reid, Academic Principal K-12 & Head of Secondary, Canada

### Primary School

- Ms. Ashley Meadows, Head of Primary School, USA
- Ms. Lily Zhu, Local Head of Primary, China

### Secondary School

- Ms. Phoebe Shen, HOS High School, China
- Ms. Shi Bo, HOS Middle School, China

In addition, Heads of Department and Year Heads are invited to either attend in person or to view interviews. Interviews are recorded to share with the team in the decision-making process.

Following the interview, we discuss, check references, and send feedback to the candidate within 5-7 business days. We will respond regardless of the outcome of the interview.

Candidates may reach out at any time during the process to ask questions or provide further information to [oriole.huang@hd.kaiwenacademy.cn](mailto:oriole.huang@hd.kaiwenacademy.cn)

## What We Are Looking For

We are looking for teachers who:

- Have experience working with ELL students
- Use assessment to inform instruction
- Focus on student-centered learning
- Are comfortable using technology in teaching
- Have a genuine interest in students
- Who demonstrate ongoing growth and development as a professional learner and teacher.

## Information We Require

To assist in the decision making process, we will ask questions about academic background, cross-cultural capability, and experience. Candidates are encouraged to provide any references and/or teaching videos at hand.

## Teacher Life

We support teacher work-life balance and provide teacher clubs/teams (Football, swimming, yoga, basketball, fitness, rock climbing, and more), three meals per day at our fusion cafeteria (Chinese and western cuisine), field trips and activities (Great Wall, Summer Palace, IKEA, Sam's Club, etc.), monthly birthday parties, seasonal gifts, and team building activities (secret Santa, photo contests, meals, etc.).

Teachers in their first year live generally live on campus in the Foreign Teacher Dorm which is convenient and comfortable.



## Onboarding Process

Once hired, our team will reach out to help start the onboarding process. This includes:

HR will work with you to begin the visa process (do this as soon as you sign the contract to avoid delays)

Your school will reach out to contact you and set you up with a Mentor Teacher. They will help answer your questions about the process of moving to Beijing and joining our school.

## Professional Development

We offer ongoing teacher professional development. Both schools organize annual professional development from both internal and external sources. Teachers can also apply for funding for PD they are interested in taking and bringing back to the school. We are proud members of EARCOS and the Principal's Training Center and also have PD opportunities from College Board, Cambridge International Education, and Cognia.



# Beijing

Host to the 2022 Winter Olympics and the cultural and political capital of the world's largest populace, Beijing has something for everyone. Visit the Forbidden City, the Great Wall, the Summer Palace to walk in the steps of history, hang out at 789 art district, enjoy restaurants featuring authentic cuisine from around the country and the world, or take part in hiking, biking, or other outdoor activities, Beijing has something for everyone. A vast metropolis, our campus is located near the Summer Palace between the 4th and 5th ring roads and is accessible by subway, Didi, or bike/e-bike from all parts of the city.



## Safeguarding Statement

Beijing Haidian Kaiwen Academy is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Background checks and an enhanced CRB will be required as part of the recruitment and visa process and prior to commencing employment with the school.

