



## IBDP Mandarin Teacher

### Job Description

**Department:** Instruction

**Term Of Employment:** 2 years

**Band:** Teacher

**Reporting Accountability:** Principal

#### Scope of Responsibility:

The IBDP Mandarin Teacher is responsible for delivering the IBDP Chinese Language and Literature course, guiding students through a rigorous program of literary analysis, critical thinking, and language development. The teacher will foster a love of Chinese language and literature, helping students to appreciate cultural contexts, textual analysis, and the written and spoken forms of the Chinese language.

#### Major Duties and Responsibilities:

##### 1. Instructional Delivery:

- Teach the IBDP Chinese Language and Literature course at Standard Level (SL) and Higher Level (HL), focusing on developing students' analytical and critical thinking skills by studying various Chinese literary works, texts, and cultural artifacts.
- Guide students in close reading and analysis of texts, fostering an understanding of literary form and content.
- Facilitate student-centered learning that encourages deep exploration of Chinese literature, language structure, and cultural perspectives.
- Prepare students for internal and external IB assessments, including written essays, oral examinations, and the Paper 1 and 2 exams.

##### 2. Curriculum Development:

- Develop and implement lesson plans aligned with the IB Language and Literature curriculum, ensuring they meet the diverse needs of students.
- Continuously update and refine the course content, incorporating relevant, contemporary, and classic Chinese texts.
- Foster interdisciplinary connections and encourage students to apply their knowledge to broader global and cultural contexts.

##### 3. Assessment and Feedback:

- Design formative and summative assessments that align with IB criteria, providing timely and constructive feedback to support students' academic growth.
- Track student progress, ensuring alignment with IB standards and preparing students for the official IB examinations.
- Guide students through the Individual Oral (IO) assessment, supporting them in developing critical commentary on literature.

##### 4. Professional Development:



- Engage in continuous professional development, including attending IB workshops and staying current with best practices in language and literature education.
- Collaborate with Language and Literature department colleagues to share strategies and contribute to the broader school community.

## 5. Student Support and Mentorship:

- Create a supportive and engaging learning environment that encourages student inquiry and promotes independent thinking.
- Provide individualized support to students, helping them improve their literary analysis, writing, and oral expression.
- Act as a mentor for students' Extended Essays (EE) related to Chinese language and literature, guiding them through research, analysis, and writing.

## 6. Collaboration and Community Engagement:

- Collaborate with the IBDP Coordinator, other teachers, and administrators to ensure a cohesive and integrated approach to the IBDP curriculum.
- Communicate regularly with parents and guardians, providing updates on student progress and guidance on supporting learning at home.
- Organize and participate in extracurricular activities, such as Chinese literature clubs, cultural events, or language competitions, to further engage students in the subject matter.

## 7. Other Duties:

- Perform other campus duties not explicitly outlined in this document, such as assisting with school ceremonies, as assigned by the Principal or Head of School.

## Qualifications Required:

- Internationally conferred bachelor's degree in Chinese Language, Literature, or a related field (master's degree preferred).
- International teaching certificates and credentials to teach at the secondary level.
- 3+ years of international experience in teaching Chinese Language and Literature, with a strong understanding of the IB Diploma Program structure and assessment criteria.
- Proficiency in teaching both Chinese language and literature, with deep knowledge of classical and modern texts, genres, and literary techniques.
- Excellent written and oral communication skills in Mandarin and English.
- Preferred Qualifications:
  - IB Language and Literature Category 1 or 2 training.
  - Experience teaching in an international school or multicultural environment.
  - Familiarity with Chinese literary traditions, history, and modern Chinese literature.

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