



## **Job Description**

### **Secondary School English Language Arts Teacher**

#### **2-Year Employment Contract**

*Start Date: August 1, 2025*

**SUMMARY:** Yangon Academy International School is seeking a dynamic and passionate ELA teacher for our secondary school section (Grades 6-12). The ideal candidate will set high expectations for all students and offer engaging lessons focusing on critical and creative thinking as expressed through the modes of listening, speaking, reading, and writing - all of which shall be aligned with the school's Vision, Mission, Schoolwide Learning Outcomes, and Global Competencies.

#### **Minimum Qualifications**

- Bachelors' Degree with current teaching credential in subject field
- 3 years teaching experience at the secondary school level
- An understanding of Common Core ELA Curriculum Standards
- Ability to use multiple technologies for instructional design; classroom teaching; as well as for communication and data analysis
- A commitment to Child Safeguarding and Student Well-Being

#### **Preferred Qualifications**

- Master's Degree in Education: English Language Arts / Curriculum / or Leadership
- International Teaching Experience at an accredited school(s)
- Experience in teaching *Advanced Placement (AP)* English courses; and/or...
- Experience in teaching *English as Another Language (EAL)* students
- Familiarity with *Understanding by Design (UbD)* unit planning (Wiggins & McTighe)
- English Department Leadership Experience
- Experience using *Google Workspace for Education*
- Familiarity with Artificial Intelligence and its impacts on teaching and learning.

#### **Essential Responsibilities**

***The successful secondary school ELA teacher at Yangon Academy shall be able to effectively carry-out the following responsibilities...***

1. Teach secondary school students the content and skills in English language, literature, and composition.
2. Develop and implement engaging lessons aligned with Common Core ELA Standards and the School's Guaranteed Curriculum.
3. Creates lesson plans utilizing the Schools Guaranteed Resources.
4. Maintains accurate records for daily/class attendance and complete report card grading and comment-writing meeting all administrative deadlines.
5. Serve as a grade-section Faculty Advisor, focusing on student learning and well-being.
6. Differentiate instruction to meet the learning needs of all students.
7. Foster a healthy classroom culture centered on respect, care, and intellectual challenges.
8. Implement the School's policies surrounding assessment, grading, and reporting.



9. Engage in the after-school activities program and support school/section initiatives.
10. Supervise students outside of the classroom within the school day per the assigned schedule.
11. Practice proactive, professional communication with students, parents, staff, colleagues, and administration.
12. Integrate technology tools effectively into instruction to enhance student learning.
13. Stay current with best practices in teaching and learning by participating in relevant Professional Development opportunities.
14. Collaborate with colleagues and department leaders in all activities and initiatives required for student learning and well-being.
15. Model ethical and responsible behaviors both professionally and personally.
16. Other duties commensurate with responsibilities as assigned by the School Director or Secondary School Administration
17. Advance creative ideas toward meeting the learning needs of *"today's students for tomorrow's world"*