



## **Grade School Mandarin Teacher – Part-Time Job Description**

### **General Description**

The Mandarin Teacher is a part time position at the San Francisco Waldorf Grade, approximately 12 periods per week.

The part time Mandarin Teacher will be an experienced grade school language teacher who demonstrates fluency and knowledge of Mandarin, cultural traditions and has completed a bachelor's degree as well as, ideally, Waldorf training. A love of teaching and a knowledge of/or interest in Waldorf education is required.

### **Teaching Responsibilities**

Teaching duties include preparations for your classes, including preparation/clean-up of the classroom as necessary, constant evaluation of student progress, and discipline during class. Please prepare a syllabus for your students before the school year begins. You will also be responsible for taking daily attendance and providing a narrative evaluation for each student at the end of the year. The narrative evaluations are to be turned into the office one week after the end of the year. You will be responsible for other duties as assigned, including recess supervision, meeting attendance and parent conferences.

Remote/online teaching may be required.

### **Qualifications**

- Waldorf Teacher Training
- Bachelor's Degree
- Enthusiasm and flexibility
- Tidy and orderly personal presentation
- Singing and Proficiency with an Instrument would be an asset

### **Compensation**

This is a part-time, hourly position and carries no benefits other than those available through the San Francisco City Ordinances.

## **Physical Requirements and Work Environment**

- Be able to occasionally lift up to 30 lbs.
- Work intermittently in outside weather conditions, including heat and cold
- Regularly sitting or standing 4-8 hours

**FLSA Classification:** Not exempt from overtime; hourly

**Reports to:** Grade School Chair

**Hired by:** Grade School Steering Committee

**Date Modified:** April 2020

San Francisco Waldorf School is an equal opportunity employer that does not discriminate based on race, ethnicity, age, gender, or any protected class. We recognize that the range of ethnicities, nationalities, languages, socio-economic backgrounds, sexual orientation, learning differences, and life experiences within our community enhance the school's learning environment, and we are committed to fostering equity and inclusion. All minorities are encouraged to apply.

Please send resume and letter of interest to [jobs@sfwaldorf.org](mailto:jobs@sfwaldorf.org)