

New Position Now Open

Duration: Continuing Full-Time (year by year contract)

Start Date: August 1, 2017

Job Location: No.7, Minzu Rd., Luzhou Dist., New Taipei City, Taiwan (mainly in Lu Jiang Elementary School, and occasionally other public elementary schools throughout New Taipei City for school visits, class observations or training purposes)

Position Summary

New Taipei City Education Department is seeking to hire a native English-speaking teacher for the position of *New Taipei City Teacher Trainer and Curriculum Consultant*. Supervised by the Head of the English Curriculum & Instruction Consulting Center, this teacher will be mainly responsible for planning training programs and training schedules for both English Wonderland and Bilingual Program native-speaking English teachers, as well as assisting with English curriculum design and development for New Taipei City. The ideal candidate is an experienced teacher with both English Wonderland and Bilingual Program experience who possesses excellent communication skills with a passion for making a positive impact on New Taipei City's English education.

Qualifications of Applicants

- With a teaching degree and at least 3 years of EFL/ESL teaching experience (either in Taiwan or other countries) is a must
- Is currently or formerly an English teacher at a public elementary school in New Taipei City (either in English Wonderland or Bilingual Program schools) is a must
- Experience working in both English Wonderland and Bilingual Program in New Taipei City is a plus

Primary Responsibilities

- Provide pre-service and in-service trainings for native English-speaking teachers
- Provide trainings for local Taiwanese English teachers
- Conduct teaching demonstrations to share best practices in teaching EFL to elementary school students
- Involvement in the development of English curriculum for New Taipei City's public elementary schools
- Edit various teaching materials/documents that will be used in public elementary schools in New Taipei City
- Teach 6 to 10 English classes per week (may be adjusted accordingly based on current workload)
- Conduct school visits to observe other teachers' classes and provide feedback

- Other tasks as assigned by the Education Department or English Curriculum & Instruction Consulting Center of New Taipei City

Job Benefits

The salary of this position is consistent with the pay scale of native English-speaking teachers that are employed by the Educational Department of New Taipei City. Other benefits, including evaluation bonus, airfare reimbursement, vacation days, etc. are also consistent with the Educational Department of New Taipei City's standard.

How to Apply

Please fill out the application form (as Attachment 1) and submit it along with your teaching certificate/credential, diploma, and a cover letter introducing yourself and explaining why you think you would be suitable for this position. Please also develop a training plan proposal (in Word document) that entails what type of training you think would be beneficial for the native English-speaking teachers of English Wonderland and Bilingual programs. Send all of your documents via e-mail: michaelchou0328@gmail.com and call Mr. Michael Chou at the English Curriculum & Instruction Consulting Center to confirm once you send them (2281-9980 ext 533).

Those interested are encouraged to apply as soon as possible. The application deadline is Wednesday, May 24th, 2017, at 4:00 pm. Selected candidates will be notified by phone and invited in for an interview. Interviews will begin at 2:00 p.m. Thursday, June 1st. Selected candidates should arrive early and sign in no later than 1:50 p.m. The Education Department of New Taipei City will issue an official document granting you the day off from your regular school duties.

The interview will start with a 15 minute presentation by each candidate regarding his/her training plan proposal, followed by a 15-minute oral interview. Results will be announced by Friday, June 9th on the following website: <http://tesag.ntpc.edu.tw/web/1english/>. The Education Department of New Taipei City will also issue an official document to inform the successful candidate.

Attachment 1:

Application for Employment as Teacher Trainer and Curriculum Consultant of New Taipei City

A. Personal Data

Name: _____

Date of Birth: _____ Nationality: _____

Passport Number: _____ ARC/APRC Number: _____

Residential Address
in Taiwan: _____

Address in Home
Country: _____

E-mail Address: _____

Daytime Contact Phone Number: _____

Mobile Phone Number: _____

Residential Telephone Number: _____

Language Skills: _____

Other Skills: _____

B. Academic Attainment (in chronological order)

Colleges, Universities, etc.	Qualifications (e.g. BA, Master)	Major Subjects	On Campus/ Distance Learning	Date (MM/YYYY)	
				From	To

C. Teacher Training Qualifications (in chronological order)

Qualifications	Full Name of Issuing Authority	No. of Weeks of Teaching Practice	On Campus/ Distance Learning	Date (MM/YYYY)	
				From	To

D. Teaching English as a Second/Foreign Language (TESL/TEFL) Qualifications (in chronological order)

Qualifications	Full Name of Issuing Authority	Total Course Contact Hours	Teaching Practice (Y/N)	On Campus/ Distance Learning	Date (MM/YYYY)	
					From	To

E. Post-Qualification Experience in Teaching English/ESL/EFL (in chronological order)

Please include ONLY continuous employment of more than 3 months.

Name of Institution	Location/ Country	Age/Levels Taught	Subjects Taught	Full or Part-Time	Date (MM/YYYY)	
					From	To

Total number of years of full-time equivalent teaching experience: _____

Total number of years of full-time equivalent teaching experience in New Taipei City: _____

(including _____ years with Wonderland schools and _____ years with bilingual program schools)

F. Other Information: (Other educational or teaching related experiences, if not mentioned above)
