



清華大學附屬中學 國際部  
Tsinghua International School

## **POSITION DESCRIPTION: Secondary Spanish Teacher**

### **REPORTS TO:**

Head of Secondary

### **EMPLOYMENT GOALS:**

The Spanish Teacher will design and deliver engaging, standards-aligned Spanish language instruction to students in Grades 6–12. The ideal candidate is passionate about language education, culturally responsive teaching, and fostering global citizenship in a diverse, international school environment. The teacher should be skilled in creating an immersive classroom experience that builds linguistic fluency and cultural understanding.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Develop and deliver lesson plans aligned with the school's curriculum standards and learning objectives for various Spanish courses for students in grades 7-12.
- Utilize diverse instructional strategies to accommodate different learning styles and promote student engagement.
- Assess and evaluate student performance through quizzes, tests, projects, and assignments; provide timely and constructive feedback.
- Maintain accurate records of student attendance, grades, and behavior.
- Support students' academic and social growth by providing guidance and mentorship.
- Collaborate with colleagues in the MWL department and across disciplines to develop interdisciplinary projects and share best practices.
- Support students in extracurricular Spanish activities such as the Spanish Club.
- Promote intercultural understanding and respect through Spanish language and Hispanic cultural studies.
- Communicate effectively with parents/guardians regarding student progress and areas for improvement.
- Participate in professional development activities to stay current with teaching methodologies.
- Uphold school policies, procedures, and code of conduct to maintain a safe and respectful learning environment.

### **QUALIFICATIONS:**

#### **Required:**

- Bachelor's degree in Spanish, Education, Linguistics, or a related field.
- Valid teaching certification or equivalent qualification.
- Minimum 3 years of relevant teaching experience.
- Strong proficiency in both Spanish and English.
- Demonstrated ability to teach in an international or multicultural context.

### **EVALUATION:**

Performance will be evaluated by the Head of Secondary