



Taiwan Adventist International School

No. 39 Chunwen Lane, Yuchih, Nantou County, 55542 Taiwan
<http://www.tais.tw> (+886) 492-899778, info@tais.tw



LOOKING FOR TEACHERS!

JOB DESCRIPTIONS

Positions: High School English Language Learners Teacher and English 1 (9th Grade) Teacher:



PREFERRED:

- SDA Church Membership
- State-certified teaching certification (7th thru 12th)
- Teaching experience (Recent Ed. Major grads welcomed)
- ELL/ESL experience
- Mission-mindedness
- People passionate about teaching! This is not just a job – it's a mission.

About our School

TAIS is a Jr. High and Sr. High preparatory school (grades 7-12) designed for students who plan to attend university abroad (outside of Taiwan), mostly in the United States. Most students come from higher social-economic families who know little more of Christianity than what is portrayed on TV. TAIS is in a prime situation to show Taiwanese youth about God's unconditional love. Strong academic rigor is emphasized and multiple social opportunities are provided; all with the intent to best prepare our students for both this world and the world to come.

TAIS is located on a beautiful 50-hectare (123.5 acre) campus surrounded by breathtaking mountains in central Taiwan. It also boasts convenient access to beautiful Sun Moon Lake as well the bustling town of Puli. **The mission of Taiwan Adventist International School** is to empower and motivate its students to develop wisdom, live healthfully, care for others, and know God. Within a secure, loving environment, students will discover their individual gifts and develop spiritually, socially, and intellectually. TAIS will educate each unique student in cooperation with the Christian community so that he or she is equipped and inspired to make a difference for Jesus Christ in the world.

TAIS Employment Benefits include:

- **Transportation:** TAIS will provide initial pickup from the Taiwan airport on the teacher's arrival to Taiwan.
- **Housing:** Housing is provided as well as basic furnishings on the Taiwan Adventist Campus as availability allows.
 - On-campus "basic furnishings" include a clothes washing machine, basic cooking stove, bed with fitted sheet, comforter, and pillow, a wardrobe or dresser, kitchen table & chairs, a small set of dinnerware, and a couch.
 - Teachers who are required to live off campus will be provided a housing supplement.
- **Insurance:** All TAIS teachers are covered under the National Healthcare program (health, dental, labor). The employer covers 70% of the monthly health insurance charges. AD&D is also provided and paid in full by TAIS.
- **Taiwan Travel Documents:** Reimbursement for a Taiwan Visitor's Visa, and provision of a working visa.
- **Environment:** A beautiful countryside environment in which to live and work.
- **Compensation:** A stipend averaging \$20,000 USD for ten months' work. (Additional pay for working the summer-school program.)
- **Contract Completion Bonus:** 1-year (10-month) completion pays \$58,000 TWD (approx. \$2000 USD). Dependent subsidy may be payable with 2+ year contracts.
- **Continuing Education Supplement:** For 2+ year contracts, TAIS helps pay significant portion of CE credit costs.



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TAIS Teachers are Responsible for:

- Procuring his/her own passport
- Possibly to obtain an official visitor visa via T.E.C.O. – costs reimbursed by TAIS.
- Taiwan Income Tax (5-18% depending on length of stay in Taiwan per calendar year)
- Utilities (Electric, Water, Gas, Phone, Internet)
- Personal transportation (Car, scooter, etc.)
- Food
- Any household item(s) wanted beyond the basic furnishings included with housing unit.

General Description of Teacher Working Hours and other Expectations

- A full time TAIS teacher will typically teach 4 courses per week; an average of 20 teaching hours.
- All full time teachers are on duty on the weekends the students stay on campus. Teachers share duties for the weekend programming. Students typically are on campus two weekends a month.
- The weekend programs include:
 - Friday evening vespers (small groups)
 - Sabbath School (small groups)
 - Church Service
 - Sabbath afternoon activities (deans are exempt)
 - Saturday evening activities (deans are exempt)
- All TAIS full time teachers (including deans) and SDA staff are required to be active and attend the Taiwan Adventist College English church during non-home-leave weekends.
- TAIS staff and faculty are required to uphold the standards, fundamental beliefs, and philosophy of the Seventh-day Adventist Church.
- TAIS workers share the workload regarding school clubs, committees, and administrative duties.
- Taiwan is a first-world country, but it's still a mission field. *Flexibility* is required (and it also keeps things interesting).

Professional Responsibilities:

1. **Teaching:** The TAIS teacher averages 20 teaching period-hours per week or the equivalent service hours (e.g. administration, counselling, etc.) in addition to preparation and grading time.
2. **Planning:** Develop short and long-range unit plans that adhere to the course objectives presented in the teacher-submitted course syllabus as well as the NAD standards.
3. **Compliance:** Demonstrate loyalty by observing TAIS policies and procedures including dress code.
4. **Outside Employment:** Teaching is a full-time job, and those who take on additional responsibilities risk doing an injustice to the students they teach and is therefore not permitted. Teachers are not to receive remuneration for tutoring their own students. The educator is to be totally involved with the gospel ministry as it pertains to the education of the youth in his/her care.
5. **Attendance:** Expectation is that all teachers faithfully meet all appointments, obligations, teacher-meetings, and weekend activities (during non-home leave weekends). Our ministry goes beyond classroom teaching duties; we all (including administration) are part of the supervision of school activities, committee and faculty meetings, weekend duties, club sponsorships, and office hours in support of student success.
6. **Professional Attire:** Whenever a teacher meets with students, parents, or the community as a representative of the school and the profession, special attention should be given to appropriate attire and grooming.
7. **Confidentiality:** Church and school groups have a tendency to know each other very well, and your business will quickly become theirs. Never discuss your students' school progress to anyone other than their relevant school personnel, parents or guardians, and professional counsellors.
8. **Organized:** Keep careful records of student scores, attendance, and citizenship and prepare a grade report for each grading period.
9. **Relationships:** Keep warm but professional relationships with all TAIS students and staff.
10. **Proactivity:** Seek out and fulfill needs as required not always expecting to be asked or directed.
11. **Communication:** The ability to converse and utilize modern technology (**e.g. internet-based applications & email, cell phones, etc.**) in order to disseminate and receive information/updates on daily affairs, community development, and the school/church's long term goals.