Mandarin Teacher–Part Time

The Academy of Notre Dame de Namur, an independent Catholic day school for girls in grades 6-12 located in Villanova, Pennsylvania, seeks a part-time Mandarin teacher to begin on August 15, 2023. The ideal candidate is a dynamic and student-centered individual versed in current trends and emerging ideas in education. This candidate will inspire students to learn Mandarin, be enthusiastic about faith-based girls’ education, have a familiarity with instructional technology, and enjoy working within a team setting of shared ideas and constructive feedback. S/he should be passionate about teaching Mandarin and be able to engage middle and upper school students using a communicative approach to language instruction. S/he must be a team player with initiative, good judgment, and solid problem-solving and communication skills.

The Mandarin teacher:
- Teaches 2.5 sections of Mandarin (Exploratory 6th grade course, Mandarin 1B, and Mandarin 3-4)
- Creates and delivers engaging Mandarin curricula
- Establishes a culture of positive communication with students, colleagues, and parents; responds to messages and inquiries in a timely manner
- Creates an inclusive classroom/work environment
- Maintains a safe, orderly and supportive classroom

Qualifications include:
- A Bachelor’s degree in Mandarin or a closely related subject; Master’s degree preferred
- 3+ years of middle and/or upper school teaching
- Demonstrated knowledge of subject content, curriculum, and methodology of effective teaching
- Skilled in the use of instructional technologies to enhance learning
- High degree of emotional intelligence, cultural humility, and commitment to girls’ education
Interested candidates should send a resume and cover letter, along with three professional references to Dr. Liz Willis, Associate Head of School, at lwillis@ndapa.org.