



洛丽汉语学校  
Raleigh Academy of Chinese Language

## 教师招聘条件及程序

### 应聘者应该具备以下全部或大部分条件及素质

- 必须熟练地掌握汉语拼音、普通话、和简化字。
- 必须具备良好的语文基础，具备教学经验。
- 热爱中文教育，认真负责，热心耐心。
- 工作有计划、有条理，愿意并能够和学生、家长沟通。
- 生动活泼，谆谆善导，能够引导学生学中文的兴趣，善于摸索教学经验。

### 招聘程序

1. Apply by the candidate  
Fill out the Application Form; answer the Questionnaire and email to the Academic Director.
2. Review candidate the application and questionnaire  
Look for motivated and experienced candidate; RACL parents are encouraged to apply for teaching positions.
3. Telephone interview by Academic Director  
Verify information on the application. Decide if an on-site interview should be granted.
4. Set a date for on-site interview  
The candidate is expected to give a 20-30 min. lecture in front of Recruiting Committee. The lecture material will be prepared in advance and passed on to the candidate.
5. Recruiting Committee includes the Principal, and/or Vice Principal, Academic Director and/or Academic Consultant, Academic Administration. Interviewers will fill the evaluation form at the end.
6. Recruiting Committee reviews the evaluations and makes decision.
7. The teacher candidate will observe classes twice and will give an open class.
8. The new teacher must have one-year commitment  
The new teacher will be on **one-year probation**. A teaching summary is requested by the end of the May. If his/her performance is favorable, the candidate will be formally accepted.