



联合国教科文组织俱乐部  
HUIJIA SCHOOL UNESCO CLUB



国际文凭组织 (IBO) 成员校  
MEMBER SCHOOL OF IBO



20 1993  
2013  
汇佳教育二十年

## Welcome!

It is a pleasure to briefly introduce to you Beijing Huijia Private School. Established in 1993, Huijia Private School is an internationally focused private boarding school serving students in grades Kindergarten through 12. The school has always been at the forefront in China of educational thought and cutting-edge instructional strategies. The school implements the latest and best educational practices while utilizing modern facilities equipped with state-of-the-art technology, a challenging and motivating IB (International Baccalaureate) academic curriculum, and a highly trained team of foreign and Chinese administrators, teachers and staff.

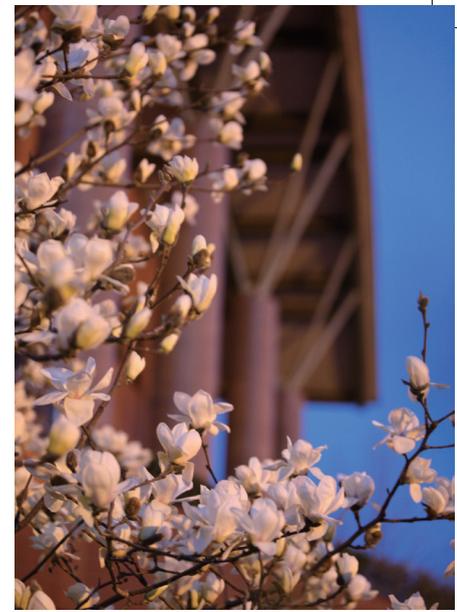
Huijia is a member school of the Beijing Club of the United Nations Educational, Scientific and Cultural Organization (UNESCO), and was the first private school in China to be approved to admit foreign students. Huijia was awarded the title of "An Advanced Private School" by the Beijing Municipal Government while also being approved by the Central Educational Science Institute of the Ministry of Education as a model school utilizing the latest techniques and best practices in education. Huijia has gained a reputation for being one of the best private schools in China.

The core values of Huijia's educational program include: Excellence, Innovation, Integrity, Passion, and Globalization. The school's mission is to fully utilize the unique geographic, economic and social advantages of Beijing to provide an international and multi-cultural learning environment based on the standards of the International Baccalaureate Organization (IBO). The school seeks to blend the best of Western and Chinese educational thought into a comprehensive educational program that encourages students to cultivate their creative and exploratory skills while mastering a rigorous academic curriculum designed to produce globally-minded citizens and life-long learners.

Presently the main campus of the school serves more than 2200 students in its Primary, Middle and High School divisions. A vocational college is located on an adjacent part of the campus and serves an additional 5000 students. As the largest private school in Beijing, the school also operates 42 kindergarten programs located throughout the city serving another 6000 students. In addition to our Chinese teachers and staff, there are over 75 foreign teachers on our main campus.

**Our School** is located in Changping District, a northern suburb of Beijing, about 45 minutes from downtown via subway. Our more rural location makes for a wonderfully pleasant and secure place to live. The air quality is generally significantly better than downtown Beijing and the smaller, more rural atmosphere and local villages allow wonderful opportunities to experience more of the traditional way of life in China. However, the benefits and attractions a large city environment provides are nearby and easily accessible.

**Huijia's Uniqueness** is centered in its philosophy and approach to education, namely, a very strong emphasis on providing a holistic bilingual and bicultural education to the Chinese students who attend our school. While it may sound like a cliché, the school genuinely has a very family feel about it. This is highlighted by the way we care for not only the children but also each other. There are many social opportunities for staff and it is never difficult to find a group who are going out to try the latest new restaurant or café, bike to the Ming Tombs, or travel to some unique or fun place to visit. The school prides itself on utilizing teaching professionals from all over the world to deliver excellent instruction and creative learning opportunities to students. It also provides teachers numerous professional development and growth opportunities. There are plenty of International schools in China and Beijing where you can teach American or European students. In reality that is something you can do anywhere in the world, however, if you truly want to experience China and the pleasure of teaching Chinese students in an international setting, then come to Huijia as that is what makes our school unique.



**Our Mission** at Huijia is to empower and prepare students to be bilingual lifelong learners, globally minded citizens and tomorrow's leaders. A challenging, caring and holistic IB (International Baccalaureate) Curriculum and school environment actively engages students in the learning process, encourages individual creativity, fosters critical-thinking skills, promotes personal responsibility and integrity, and prepares students for success in life.

Our Curriculum is divided into the three levels specified by the IB (International Baccalaureate) Organization: the Primary Years Program (PYP) for grades K-5, the Middle Years Program (MYP) for grades 6-10, and the Diploma Program (DP) for grades 11-12.

In the PYP students are encouraged to cultivate positive attitudes such as Tolerance, Respect, Integrity, Independence, Enthusiasm, Empathy, Curiosity, Creativity, Cooperation, Confidence, Commitment, and Appreciation, while also developing their critical thinking, communication, social, research, and self-management skills.

The MYP program builds on the strong foundation developed in the PYP continuing to give students an internationally focused education that strengthens their comprehensive knowledge, awareness of international cultures, and further develops their English communication skills. The program empowers and prepares students for further study abroad and for success in life.

The DP program is the culmination of the IB education program at Huijia. As one of the first schools in China to offer the IB curriculum, our school presently has one of the largest groups of both current IB students and graduate IB students in mainland China. The school's team of internationally, highly qualified professional teachers creates an exciting and vibrant English-only educational environment for students to prepare for study abroad. Graduates of the DP program consistently earn extremely high scores on the IBO unified examinations. This past year 100% of our DP graduates were accepted into the top 100 colleges and universities in the United States, Canada, and Britain.

Throughout all levels of the IB program at Huijia, students are encouraged to exemplify the following characteristics described in the IB Learner Profile:

- Inquirers
- Open-minded
- Knowledgeable
- Caring
- Thinkers
- Risk-takers
- Communicators
- Balanced
- Principled
- Reflective

**Our Students** come from a variety of backgrounds and provinces within China but the majority are from the Beijing area. The students at Huijia demonstrate caring and respect for staff and each other and a keen willingness to learn. In the primary school most of the instruction is in Chinese, in the Middle School instruction is a mix between Chinese and English and in the High school instruction is exclusively delivered in English

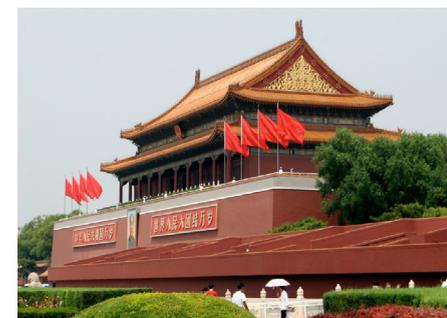


**Our Faculty** in all divisions of the school is made up of both foreign and Chinese teachers with the number of foreign teachers increasing as the students move into the higher grade levels. The administration in each of the divisions consists of both Chinese and foreign administrators. This unique blend of staff creates a nice balance and diversity that works well for staff and students alike.

**Experience the Wonders of China!** Teaching at Huijia provides many wonderful opportunities to experience the rich cultural and historical traditions of China. Besides having the opportunity to experience local daily life, culture and foods, the Beijing area affords many wonderful cultural and historical sites to experience including The Great Wall, the Forbidden City, Tiananmen Square, the Temple of Heaven, the Summer Palace, the Ming Tombs, the Lama Temple, and many more. In addition, there are many opportunities to travel and experience other amazing places throughout China during holiday and vacation times.

**Prepare for Cultural Differences** and remember that when you are considering moving abroad where you do not speak the language, it is important to be adaptable and patient, particularly in China, where several millennia of culture and tradition have shaped it into what it is today. You will undoubtedly experience frustrations with different practices, structures, or ways of doing things, but ultimately it is essential that you not seek to judge what you see, but rather you seek to understand and work effectively with it. Be patient, keep smiling and understand that some of the frustrations you might experience are likely not comprehended by the Chinese person working alongside you.

Having said this, however, it is with enthusiasm that we say that there are many amazing experiences to be had in China, be they in the classroom, which will be challenging and rewarding, or on the "tourist trail" and off the beaten track. By far the most wonderful aspect is the genuine warmth and friendship offered by the Chinese people from all walks of life to overseas visitors. **Come Experience China! Come Experience Huijia!**





**• Compensation:**

The starting monthly salary will be from 20,000RMB to 40,000RMB per month depending upon the teacher's qualifications and work experience. In addition there are additional housing, meal, travel, and vacation benefits as listed below

**• Accommodations:**

The living conditions for foreign teachers include a very modern, secure, and private apartment on campus in a building specifically designed for foreign teaching staff. Every apartment includes cooking facilities (induction-stove and microwave), refrigerator, bottled water dispenser, modern and spacious bathroom, flat screen television with cable TV, air conditioning and floor heating. The building includes shared laundry facilities, roof-top barbecue and entertainment area as well as an inside community room that includes tables, chairs, DVD's, novels, and a ping pong table. Other on-sight facilities at the school include:

- medical/dental clinic
- athletic/sports facilities
- professional laundry services
- cafeteria that serves three meals a day.



Within walking distance of the school there is a small village containing numerous restaurants, convenience stores, produce shops, a bike shop, and a seamstress. Within easy biking distance or a short, inexpensive taxi ride are numerous Chinese restaurants, Western fast food restaurants (i.e. McDonalds, KFC, and Pizza Hut), numerous supermarkets, coffee shops, bicycle shops, a Walmart, not to mention the numerous other local stores, shops, and street vendors selling a host of different things.

**• Airfare:**

Each year of your employment you will receive a flight allowance of 10,000 RMB which will be reimbursed after submission of valid tax receipts or international flight tickets / e-ticket confirmation within the dates of this contract. Flight reimbursement is usually processed at the end of each semester.

**• Insurance:**

The school will purchase personal accident insurance with the maximum insurance value of 100,000 RMB for teacher as well as hospitalization medical insurance with the maximum insurance value of 40,000 RMB. Insurance reimbursement is handled through the insurance company.

**• Meal Allowance:**

During the contract period, the school provides employees with a meal allowance each month. The exact amount is 15 RMB per working day. The school puts the allowance onto the employees' Cafeteria card around the 5th day of each month following the month worked by the employee.

**• Holidays:**

Normal Chinese holidays are observed including an extended paid Winter holiday. During the Summer holiday, a teacher will be paid a regular salary if the contract is renewed for the next academic year.

**• Visas:**

The school will sponsor and assist teachers in obtaining the required appropriate work visa (Z), Foreign Expert Certificate and Residence permit.



**Employment Opportunities**

The educational program at Huijia is constantly expanding and growing and the school is actively seeking to increase the number of well-qualified foreign teachers in all divisions of the school. We seek individuals with a desire to teach in an international setting and who are adaptable and flexible in dealing with cultural differences. Our teachers are expected to conduct themselves in a professional manner, work collaboratively with colleagues, demonstrate responsibility in the preparation and delivery of lessons, and focus on creating a stimulating classroom learning environment that motivates and assists students in meeting clear learning goals and objectives.

**•The Huijia Primary (PYP) School Division (grades K-5)** is seeking fully qualified kindergarten and primary teachers who possess an education degree and teaching credential. Desirable qualities include: (1) ESL experience, (2) International school, IB school, or overseas teaching experience, (3) a flexible and patient attitude and outlook, and (4) a collaborative team player.

**•The Huijia Middle (MYP) School Division (grades 6-9)** offers the following subjects to students: Math, Science, English, Chinese, Humanities, Technology, Physical Education, and Art. The school is seeking qualified teachers who possess an education degree and teaching credential. Desirable qualities include: (1) ESL teaching experience, (2) IB school or overseas teaching experience (MYP experience highly desirable), (3) a flexible and patient attitude and outlook, and (4) a collaborative team player.

**•The Huijia High School (DP) Program (grades 10-12)** requires many skilled and professional educators. The program offers the following subjects to students: English, Chinese, Math, Biology, Chemistry, Physics, History, Economics, Business and Management, Philosophy, Theory of Knowledge, Fine Arts, and Physical Education. Desirable qualities include: (1) Subject area expertise, (i.e. college degree field or professional work experience), (2) a teaching certificate, (3) two years secondary teaching experience, and (4) IB teaching experience.

**•Non-Teaching Positions:** At times there are employment opportunities in non-teaching areas of the school including Administration, Human Resources, and the Foreign Affairs Office.

**Contact Information**

For more information regarding job opportunities please contact:

Human Resources Department  
Beijing Huijia Private School  
No. 157 Changhuai Road, Changping,  
Beijing  
P.R. China  
Postal Code: 102200  
Phone: 010 60849370  
FAX: 8610 6974 6522  
Email: [hjjobs@huijiaedu.org](mailto:hjjobs@huijiaedu.org)  
Huijia's Main Website (in Chinese):  
[www.huijia2000.com](http://www.huijia2000.com)  
Huijia's Foreign Teacher Website (in English): <http://www.huijia2000.com/en>

**A Final Word of Advice!** In the electronic world that we live in, we have at our disposal a myriad of forums by which to research as much as we can about a prospective school or employer. During your research you may come across some blogs from several years ago that paint a negative picture about our school. While this is unfortunate, there is not a great deal we can do to address these negative comments by a few former disgruntled employees. We respect their rights to voice their opinion but also disagree with what they have written. Coming to China is an adventure and it is different from most other places in the world. Some of us flourish in this situation but unfortunately others will struggle and for whatever reason their experience is not a positive one. From time to time it may be necessary for the school to dismiss an underperforming employee and sometimes their response is to attempt to portray their previous employer in a negative light. Our school is not alone in this regard but we also do not shy away from the fact that there are some, albeit malicious and vexatious comments out there in cyberspace. If you wish to discuss any matters relating to the school then there are more than 75 other foreign teachers and administrators who are extremely happy working here at Huijia and you are welcome to make contact with any of them to discuss such matters.





# 北京市私立汇佳(IB)学校

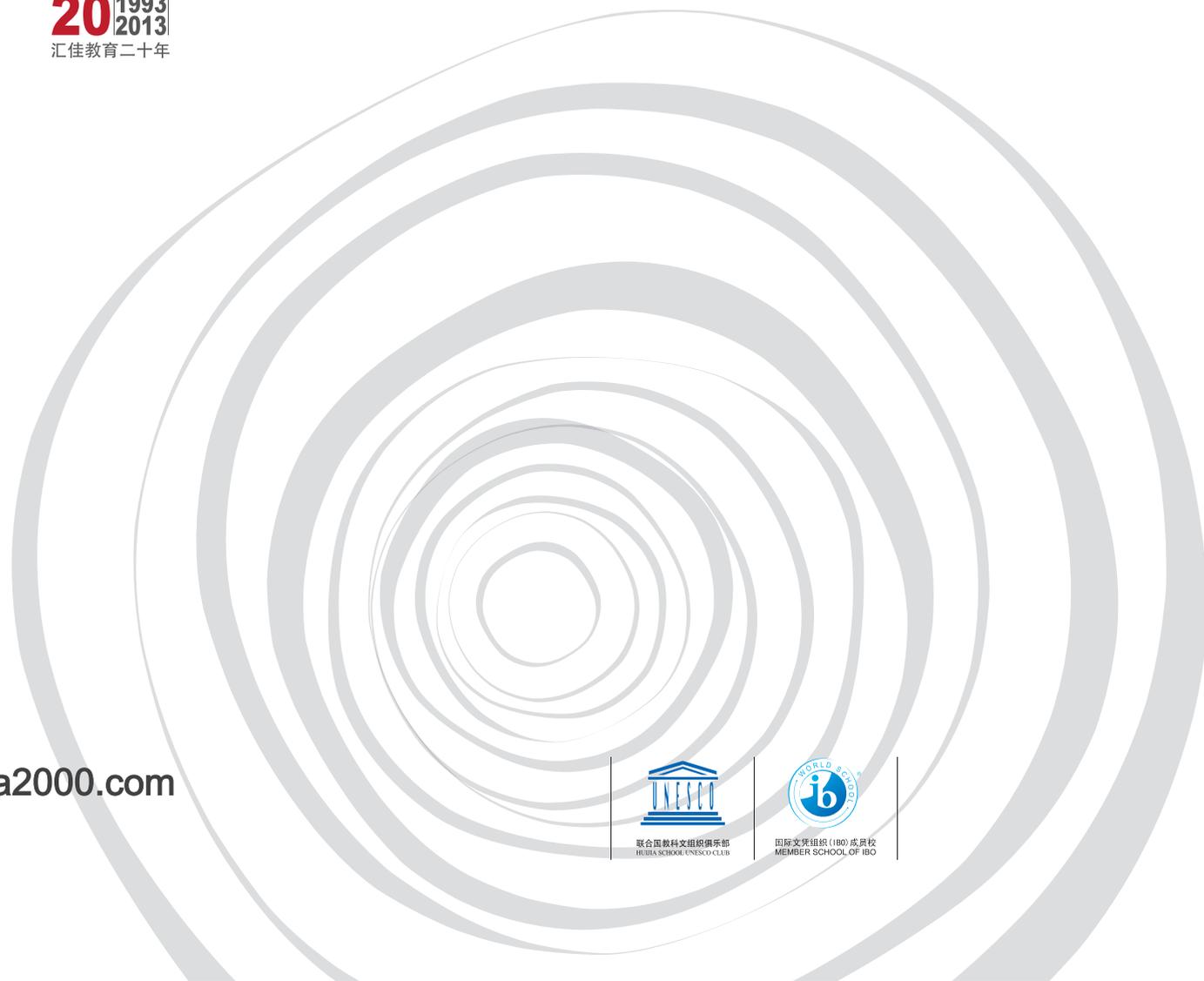
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