

SIA Shenzhen Teacher Career Development Plan

1. General Provisions

The healthy development of schools cannot be separated from the hard work and dedication of teachers. The improvement of teacher professional skills is not only to cultivate an excellent teaching team and ensure teaching quality, but also to provide a platform and opportunities for the personal career development of teachers.

2. On campus learning

- 1) Academic and teaching skill types
 - (1) Discipline group meetings, teaching and research sharing meetings
 - (2) Daily Classroom observation, mentorship of new teachers
 - (3) On campus open class learning and exchange
 - (4) Periodic grinding activities
 - (5) Inter school New Feather Training
 - (6) Other forms of training
- 2) Development assistance types
 - (1) Onboarding training
 - (2) Training on school work system
 - (3) Training on the use of school work tools
 - (4) Other forms of training

3. Off campus training

- 1) Teacher teaching ability career development training: including but not limited to TOEFL, SAT, AP, Official training resources such as ALevel (CIE/Edexcel) (see appendix, will be continuously updated)

Free resource application conditions: open to all staff

Application conditions for paid training resources:

- (1) Formal faculty members engaged in teaching related disciplines on campus;
 - (2) Quarterly/monthly performance score of 90 or above;
 - (3) Positive work attitude, good teaching evaluation, and outstanding teaching achievements.
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- 2) Application Conditions for Training Resources from Third Party Institutions
 - (1) At least 2 years of work experience or related work experience in our school;
 - (2) Quarterly/monthly performance score of 90 points or above;
 - (3) Positive work attitude, excellent teaching evaluation, outstanding teaching achievements, and outstanding contributions to the scientific team and department;
 - (4) Teachers who meet the application requirements can independently search for extracurricular training resources needed by their subjects or groups, and can enjoy an annual reimbursement limit of 3000RMB.

Application steps:

- 1) After receiving training information, teachers should fill out the application form (see Appendix 2) according to the type of training, and submit the paper or electronic version of the form to the head of the subject department for approval. Once approved by the head of the subject department, it will be forwarded to the supervisor of the Teaching Affairs Office for final approval.
- 2) Upon approval from the Teaching Affairs Office, it must be submitted to the campus leader and the Academic Department at headquarters for further approval. Once approved, the Academic Department at headquarters will forward it to the Personnel Department and the Finance Department at headquarters for expense application.
- 3) Participants of the training must share the training content, including but not limited to training materials and recordings, with teachers of relevant subjects or subject departments after the training. They are required to provide at least one training session (which can be recorded) for the teachers.

4. Archiving of Related Training Resources will be conducted by designated personnel from the Academic Office for archiving.

5. Cost Budget

Number of Applications: Apply for 1-2 people per subject, with the final quota confirmed by the Academic Office.