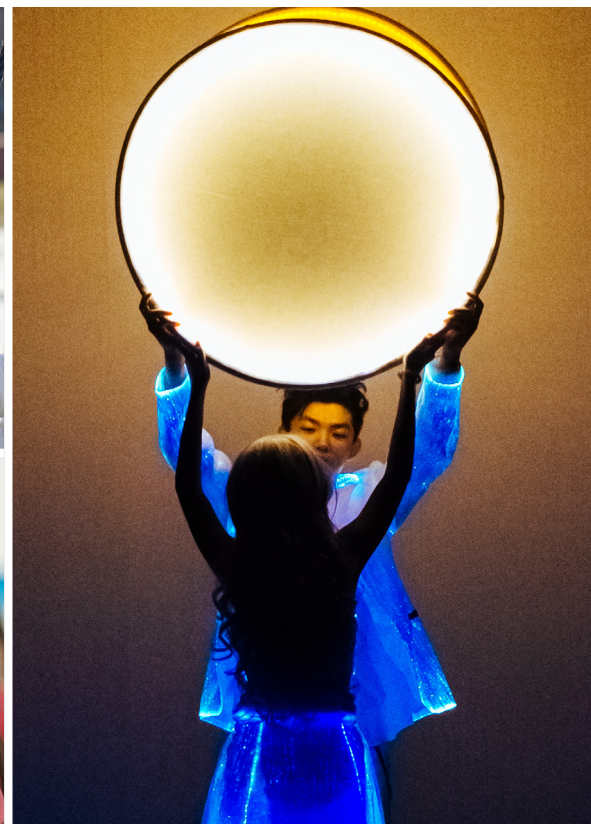




TEACHING AT KEYSTONE ACADEMY: WHAT YOU NEED TO KNOW





WELCOME

Dear Prospective Colleagues,

It is with a deep sense of excitement and pride that I welcome your interest in Keystone Academy, a school from foundation year to grade 12 with magnificent, purpose-built facilities. I do so on behalf of a team of outstanding teachers and administrators drawn from around the world. With your involvement and assistance, our new school will continue to become a beautiful blossom in the Beijing educational garden. Here's why.

First, our name says a great deal about who we are and what we are doing. We know that a keystone is the central piece of an archway. It brings the two sides of the arch together, bears their weight, and makes the entire structure stable and durable. Our major "keystone" fuses the best of Chinese pedagogy and practice with the best of the American boarding school tradition. We add to this a curricular base drawn from the international education movement and its insights. The result is a powerful combination, academically excellent and educationally innovative. There is nothing quite like it, anywhere, and you will be joining us in our pioneering, developmental years.

Second, we have other distinctive "keystones." Our classes are small, 18 in the elementary years and around 15 from grade 6 upwards. Although all our younger students in the primary division are day students, most students in the middle school and all in the high school are full boarders. Here they learn to live together and to develop true character in a residential community notable for its care and compassion. Their teachers live on campus with them, and teach and guide them inside and outside the classroom. Keystone Academy is also developing partnerships with significant boarding schools around the world, most particularly the East Coast of the United States, where a number of our senior administrators have served in leadership positions over many years. We have created a world-class boarding school right here in Beijing.

Full immersion in bilingual education, Mandarin Chinese and English, is another "keystone". Our school prepares Chinese and international students for fine colleges and universities in America, other English speaking countries, or anywhere in the world, including China. When our graduates leave Keystone Academy, they will be fluent in at least our two main languages, and bicultural as well.

Running through all years of the curriculum is a thematic focus, we call it our Chinese Thread, on Chinese history, culture, and identity. This is our third "keystone" allowing students to explore and know our country deeply. Keystone graduates will be proud and knowledgeable ambassadors for their country, if Chinese, and enriched by their host country if not Chinese.

Experience is like an arch. It opens up new worlds, and draws us onward to the new visions and views that it frames. Keystone Academy will do that for you, as it does for all of us who study and live there.

Malcolm McKenzie, Head of School



ABOUT US

Keystone Academy opened in the Shunyi District of Beijing in the fall of 2014, and is now a unique and exciting school option for families across China and around the world. We currently offer the full range of grades from foundation year through to grade 12. The secondary school is a day and residential program, with optional boarding in grades 7 and 8, and required boarding in grades 9-12. In a few years, approximately three quarters of the school's students will be Chinese, and one quarter international. This is a group dynamic that will foster in its Chinese students deep cultural pride while at the same time encourage them to be more world-minded. International students will also expand their awareness by being immersed in the language, culture, and customs of China.

Keystone Academy brings together the best of three great traditions of teaching and learning. The longest historically is the Chinese, renowned for its rigorous intellectual discipline, respect for the nature of learning, and concern with the development of character. Chinese traditions are fused with the American discussion-centered, inquiry-based pedagogy and the best of the international education movement of the past 60 years with its focus on critical and creative thinking, and cultural fluency.

Keystone Academy is a non-profit, philanthropic venture with a board of trustees. The Head of School and School Leadership Team are responsible for daily operations and major educational decisions for the school.



OUR MISSION

Keystone Academy is a new model of education in China. It blends distinctive traditions in eastern, western, and international education, creating a new world school with a liberal arts program that is academically outstanding. All our endeavors are framed by five shared values: compassion, justice, respect, wisdom and honesty.

At Keystone, we embrace a world that is dynamic and ever-changing. We learn from and we learn for this enterprising, global community.

Our keystones are:

- bilingual immersion in Chinese and English;
- building character and community throughout our residential setting;
- promoting Chinese culture and identity in a world context.

Our ambition is to share successes generously and to learn from failures bravely, to open our doors to many, and to engage fully with

the world of education, and the world at large, beyond our gates.

Our students are hungry for opportunity, bold in their thinking, and creative in their instincts. They are encouraged to become expansive in their dreaming, determined in their actions, collaborative in their teamwork, and humble in their achievement. They learn to be stewards of the environment and to be at ease with otherness.

Our teachers are passionate about learning, rigorous in their standards, and inspirational in their methods. They are respectful listeners, attentive caregivers, interrogative thinkers, compassionate mentors, and world-minded citizens.

Our graduates will possess the intellectual, cultural, and ecological fluency to navigate gracefully the colleges, careers, and communities of their choice. They will know how to apply their emotional intelligence, character, and zest for learning to help develop and improve the communities in which they live.



OUR SHARED VALUES

Each member of the Keystone Academy community - parents, students, teaching and support staff - is expected to act in ways that show respect, compassion and consideration for others and to provide a safe and healthy learning environment for all. Membership in the Keystone Academy community offers unique privileges and also implies shared responsibility. In an atmosphere where safety, trust and belonging are our goals, we create a strong community partnership through a collective sense of values and traditions. All community members affirm the Five Traditional Virtues, and these core principles provide the foundation for our behavior and interactions.

Ren 仁 Compassion

Individuals are not completely autonomous; we are social beings who derive identity from our interactions with each other. We recognize the interdependence of communities and cultures. We act with kindness, understanding and empathy in our relationships with others. We value the quality of our connections, and care for the emotional, physical and spiritual health of self and those around us. We act with a generous spirit and make a positive difference in the communities in which we live and learn.

Yi 义 Justice

We act rationally and fulfill our responsibilities courageously and with determination, steadfast in our integrity and sense of balance. We resolutely uphold justice for all. We are compassionate stewards of our community, of humankind, and of our world ecology.

Li 礼 Respect

We value the norms and expectations for social behavior in our community and beyond. We base our interactions and relationships on respect, reverence, equality and a desire to serve and better understand each other. We possess a sense of duty and compassion towards family, community and our ever-changing world.

Zhi 智 Wisdom

We accept the wisdom of others while diligently pursuing personal enrichment and knowledge. Wisdom guides us to make the right decisions in life. We use intuition, intelligence and reflection to seek higher meaning and we employ our introspective abilities to understand the human heart and condition. We carry forth our knowledge to lead and serve in ways that benefit the common good.

Xin 信 Honesty

Honesty and trust are the building blocks of every community. We rely on good intentions, the honoring of commitments and authenticity in each and every interaction. Our community members tell the truth, act with integrity and live up to the highest of expectations. We will be self-governing, accept responsibility for our actions and lead by example.



TEACHING AT KEYSTONE

New members of the teaching staff at Keystone Academy will discover an extraordinary opportunity to join others in shaping a new educational paradigm. Our keystones of Chinese and English language immersion, American-style boarding, and Chinese Thread, support and are supported by the major structures of our written curriculum: the International Primary Curriculum (IPC), the International Baccalaureate Middle Years Programme, and the IB Diploma Programme. The atmosphere here is serious and playful, highly purposeful and fun at the same time.

Classrooms, offices and learning environments at Keystone are designed with students and teachers in mind. High ceilings, large windows, and intelligent layouts make for inviting spaces that facilitate student learning at every turn. Facilities are purpose-built for every grade level and discipline, from ceramics to physics to foundation year, and our IT infrastructure and support is superb.

Our educational environment is characterized by active learning in small classes. Keystone is a school that both demands and nurtures creativity and collaboration in the classroom, and makes available significant funds for professional growth and faculty training. Our key goals for student learning are:

- Linguistic proficiency in both English and Chinese
- Content mastery in specific subject areas, and exploration of the connections among them
- Confidence and capability in creative expression

- Ability to navigate successfully the changing technological landscape
- Skills development in inquiry, collaboration and active learning
- Growth in mind, body, and virtue
- Intercultural communication and global competency

To achieve these goals with our students, we seek teachers robustly endowed with intelligence, experience, a good nature and a healthy sense of humor. Keystone looks for culturally sensitive teachers who desire to make their classrooms places where students feel the trust and respect necessary to explore and take risks in their learning. We will afford you, as an educator, the same trust and respect that allow you to develop in your own practice in the classroom. Indeed, as one of our primary teachers put it, Keystone “is not a place where an administrator is looking over your shoulder all the time, ticking boxes.” At Keystone, we all take risks, individually and collectively, within a supportive and positive learning environment. There is no other way to do innovative school-keeping well.

We are creating a school where staff come and want to stay on – not only because the facilities, teaching, students, colleagues, pay package and working conditions are outstanding, but also because teachers themselves are valued and able to grow into new professional challenges. We seek teachers who will invest themselves in the ongoing process of creating a school together. Keystone is a very satisfying place to work, in an endlessly fascinating city.



OUR CAMPUS AND COMMUNITY

Keystone Academy is located on a beautiful 20-acre site in the Shunyi area of northeast Beijing, not far from the Beijing International Airport. The Academy consists of several iconic buildings, designed around an open grass quad by the Chinese Architecture firm Borderland, and Preston Scott Cohen, Chair of the Department of Architecture at the Harvard University Graduate School of Design. The buildings reflect Chinese and Western architectural features, both inside and out. Interior spaces and finishes for up to 1800 students, with over 93,000 square meters of academic, residential, and athletic program are designed by Centerbrook Architects and Planners of Centerbrook, CT, USA.

The main academic building accommodates three separate divisions for primary, middle, and high school students. Classroom design throughout accommodates small classes of 14-18 students, and features over 25 labs for biology, physics, chemistry, and robotics, as well as three libraries, fabulous art and design spaces, and a magnificent Performing Arts Center.

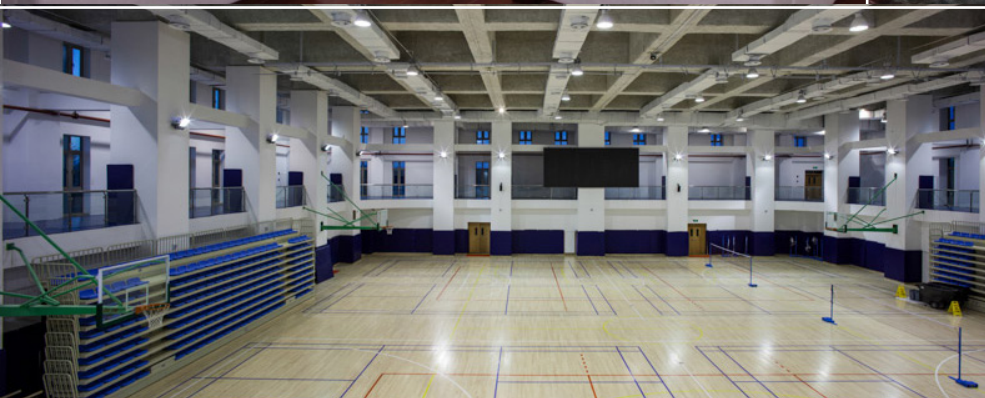
In addition to the academic centers, there are two multi-story residence halls for boarding students in the middle and high school divisions. Dorm floors feature large rooms, with private bathroom, housing two or three students. Many members of the teaching and administrative faculty of the school live in the school's comfortable and furnished two- and three-bedroom apartments. Four or five residential faculty share responsibility for a single floor of approximately seventy students, and share this responsibility with several non-residential faculty assigned to each floor. All faculty, whether they be residential or day teachers, play

a role in the co-curricular life of the school, and thereby contribute to the broad family atmosphere that characterizes the best boarding schools. Students and faculty enjoy meals in two dining commons, which provide a broad menu of Asian and Western cuisine.

For athletic activities, Keystone has an athletic field for soccer, three separate indoor gymnasiums, a twenty-five meter swimming pool, several squash courts, a fitness & training center, indoor and outdoor running tracks, wushu and dance studios, and safe outdoor play spaces for children.

Beijing's air quality has come a long way from the "airpocalypse" days of a few years ago. Indeed, Beijing doesn't even make the World Health Organization's "top 20" list of major cities with air pollution issues. Nonetheless, Keystone Academy uses high technology air and water-purification systems to ensure good air and water-drinking conditions on campus. In addition, the Chinese government continues to implement new measures to reduce emissions and improve quality of life.

The school provides weekly shuttles to shopping and entertainment options, and the subway is close at hand. Perhaps the best thing about living and working at Keystone, though, is not what you can access away from campus – it's what we all bring to the community. From book discussion and evening badminton groups that bring together Western and Chinese colleagues, to the morning swim group (affectionately known as the "Keystone Carps") or hiking on the Great Wall with friends, Keystone teachers can build rich lives in their adopted home.



SALARY AND BENEFITS

Keystone Academy understands that the quality, commitment, sense of purpose and sheer enjoyment of its teachers are its most important assets. We want our teachers to thrive, and to ensure that all our students thrive in their care and tutelage. To the end of attracting and retaining excellent teachers, Keystone's salary and benefits package is highly competitive. We offer substantial moving allowances, as well as comprehensive medical coverage to our teachers and their dependents. All teaching staff, whether Chinese or expatriate, are on the same pay schedule. Expatriate teaching staff receive an additional 10 percent of their base salary in lieu of a pension fund. Chinese

teaching staff follow the government mandatory insurance program.

Travel to and from one's home is provided yearly for staff and their families. For middle and high school staff living on campus, we provide furnished two- and three- bedroom apartments in our residential buildings, with full access for all immediate family members to the school's dining halls, sports and recreational facilities, and libraries. For day faculty who qualify, we provide housing subsidies commensurate with market rates here in Beijing, with additions for dependents.



LIFE IN BEIJING

Beijing, the capital of China, is one of the world's most engaging cities, with a 3,000-year history and more than 20 million people. Covering an area of about 16,800 square kilometers, it is the political, cultural and educational center of China.

Today's Beijing is an intriguing place packed with exhilarating contrasts: futuristic architecture and ancient temples, an extensive highway system and a mysterious maze of "hutongs" (alleyways), older generations maintaining an austere manner and bold, creative young people, thriving urban development and captivating rural landscapes. The colorful present and rich history of Beijing present a seemingly limitless wealth of discovery for everyone to explore and experience, and Keystone's proximity to the Beijing subway allows you convenient access to all the city has to offer.

Keystone is nestled into a growing, suburban neighborhood northeast of Beijing within the Shunyi District. Teachers who live on campus and those who elect to live near the school will find a quieter pace of life here away from the crowded Beijing streets. Life for those who choose to live in the residential areas of Beijing proper is more fast-paced and reflects city living. They commute to school with the Keystone bus, by metro, taxi or personal car.

Shunyi offers many of the amenities expected of living in the nation's capital. There are several shopping malls, supermarkets selling local and imported products, and restaurants within walking

and biking distance from the school. Some faculty drive electric scooters or tuk-tuks in the nearby vicinity while others use private drivers, taxi apps or the nearby metro to move around the area and city. On weekends, Keystone organizes weekly shuttles to shopping and entertainment.

For the expatriates who live here, Beijing is a land of opportunity, adventure, and enlightenment, though the Chinese language presents a significant challenge to non-native speakers. And expats can certainly expect to experience culture shock in the forms of foods, traffic, communication, and customs, where everything is unfamiliar. Very quickly, though, the unfamiliar becomes normal, and Beijing blooms in the mind and heart.

Prior research, being open-minded and patient, and having a positive attitude are essential and will help you go through an adjustment period and enjoy your new home. Certainly, the potential breadth, depth, and richness of your experience living in Beijing depends on your desire to engage and understand the people of China, who are as varied and individual as the country they live in.

We invite you to engage Beijing and the community of Keystone Academy.

For more information and list of current openings, please visit our website at <http://www.keystoneacademy.cn/>





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