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## CONTRACTS

The salary listed is not taxed for non-Austrian nationality teachers at AISV as long as taxes are assessed by a country other than Austria. US citizens need to file income taxes in the US but the Foreign Earned Income Exclusion (FEIE, using IRS Form 2555) allows US citizens to exclude a certain amount of earned income from US tax. For tax year 2018 this exclusion was USD 103,900.

The salary will depend on the teacher's educational level and teaching experience. The salary and benefits listed are based on the Teacher Personnel Policy B2 for the 2018-2019 school year:

\*values on the Step Factor Matrix are shown in EUR and rounded to the nearest whole value.

Step	BA	MA	PhD
1	36,684	40,818	44,951
2	38,084	42,218	46,351
3	39,484	43,618	47,751
4	40,884	45,018	49,151
5	42,284	46,418	50,551
6	43,684	47,818	51,951

Degree	Starting salaries range from	Highest possible entry salary	Exchange rate as of 15 Oct 18
Bachelor's	€ 36,684	€ 43,684	\$ 42,407 - \$ 50,509
Master's	€ 40,818	€ 47,818	\$ 47,195 - \$ 55,289
Doctorate	€ 44,951	€ 51,951	\$ 51,968 - \$ 60,061



The American International School · Vienna  
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2019  
2020

# BENEFITS AT A GLANCE

AIS is located in the Neustift-am-Walde area of Vienna, adjacent to the famous Vienna Woods (Wienerwald), and provides an instructional setting amidst the beauty of the surrounding hills, forest, and countryside. On our 11-acre premises there are seven interconnected buildings housing Elementary, Middle, and High Schools.

AIS serves approximately 800 students from 60 countries, with about half of the total American or Austrian.

The school is divided into three divisions -- Elementary (Pre-Kindergarten to Grade 5), Middle (Grade 6 to Grade 8), and High School (Grade 9 to Grade 12). The typical class has 15-20 students, with many language classes considerably smaller.

AIS educators are thinking coaches. They are academically and pedagogically accomplished. They do not simply provide superior instruction; they lead, inspire, and excite. They are chosen because of their passion for the job and their ability to relate to students in a loving, supportive manner. They find true delight in teaching and are committed to igniting the potential in every student.

## LETTER FROM THE DIRECTOR

The American International School Vienna works every day to fulfill our mission. Recruiting the best talent worldwide to nurture, include, challenge, and respect the children of our AIS community is an on-going effort. We build and re-build our culture over time, and we are always on the lookout for educators who long to make a difference in the life of a child. The professional staff we aim to attract embodies the pedagogical skills and personal traits which help our students thrive in our rich, international context. We look forward to partnering with you in the pursuit of innovation and excellence. We have a great school community, one others want to be part of!



Steve Razidlo  
Director  
S.Razidlo@ais.at

## MISSION

Within the rich cultural context of Austria, AIS Vienna:

- NURTURES an INCLUSIVE learning community
- CHALLENGES students to strive for personal excellence and to explore their passions
- Fosters RESPECT through compassion for others and our world



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## BENEFITS



### TRANSPORTATION

Initial one-way economy air transportation via the most direct route from the employee's "Home leave city" or nearest airport to Vienna is provided to the employee at the commencement of employment not to exceed the amount of 1,200 Euro. This includes where applicable, the employee's dependents residing in Vienna with the employee.



### HOME LEAVE SUBSIDY

Every year, an Employee and his/her dependents will receive 600 Euro per adult and 300 Euro per dependent child (11 years and younger) as home leave subsidy. This allowance will be provided by AIS Vienna in the June pay period.



### SETTLING-IN

AIS Vienna will provide a one-time settling-in allowance of EURO 2,500 for a single teacher or a family upon arrival.



### HOUSING

Teachers will be supported by a relocation agency to find appropriate housing in Vienna prior to and upon arrival.



### INITIAL ARRIVAL ON SITE

New hire employees must arrive in Vienna at the end of July / beginning of August, prior to the New Teacher Orientation.



### TUITION AT AIS VIENNA

A full-time teacher will be permitted to enroll two dependent children (a teaching couple three dependent children) residing with him/her/them in Vienna at AIS, tuition and registration fees waived, in Pre-K through Grade 12, as per the AIS Admissions Policy.

### OTHER POLICIES PROVIDE FOR

- Sick Leave
- Home Care Leave
- Maternity Leave
- Paternity Leave
- Emergency Leave
- Bereavement Leave
- Personal Leave



Michaela Sattlegger  
HR Manager  
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### SHIPPING & REPATRIATION

AIS Vienna will provide an allowance of:

Single Teacher: EUR 2,500

Teaching Couple: EUR 4,000

Add for Spouse/Partner: EUR 1,500

Add for each dependent child, up to a maximum of three: EUR 750

for shipment of personal effects to Vienna upon presentation of receipt. The allowance will be paid into the employee's Austrian bank account. Moving/shipment allowance also applies for teachers leaving AIS (after fulfilling their contractual obligations) back to the point of origin or the home of record, upon presentation of receipts.



### PASSPORT / RESIDENCE PERMIT

Teachers and accompanying dependents must have passports which are valid for at least two years from the date of arrival from their native country. An Austrian residence permit (visa) will be required. The AIS HR department will guide the new teacher step-by-step through this process prior to arrival in order to obtain the necessary documents. AIS Vienna will reimburse expenses of the residence permit (visa) card (no reimbursement for passport pictures, Apostilles, etc.).



### MEDICAL & DENTAL & VISION

Worldwide medical, dental and vision insurance provided with AIS Vienna paying 75% of the cost of insurance premiums. Teachers can choose from either CIGNA or UNIQA. Full local and international medical, dental and vision is provided from the beginning of the employment contract for the employee and dependent family members.



### LONG-TERM DISABILITY AND BASIC LIFE INSURANCE

AIS Vienna provides a long-term disability income insurance protection and a basic life insurance policy for the employee at a 75% AIS / 25% employee basis.



### RETIREMENT PLAN

AIS Vienna contributes 10% of the teachers' salary towards pension savings, and provides US citizens with the opportunity to save for retirement on a tax-advantaged basis. (401k).



### PROFESSIONAL DEVELOPMENT OPPORTUNITIES

AIS Vienna encourages faculty to develop new skills in current best practices in American education and to keep themselves up-to-date in their field of expertise. Attendance at relevant professional conferences is encouraged. An amount of EURO 900 per school year is available per employee to pursue professional development opportunities. A teacher's professional development fund may be carried forward to the next contract year.