



Administrative Search Announcement

**The International School Bangkok
Thailand**

**Deputy Head of School for Learning
July 2018**

Application Deadline: October 2nd, 2017

History of School



Founded in 1951, ISB was the first international school in the Kingdom of Thailand. Initially opening on the grounds of the US Embassy with 35 students, ISB soon experienced increased enrollment and moved to different campuses in the Bangkok area. In 1992 ISB moved from downtown Bangkok to its present campus, 25 km from the center of Bangkok. It currently enrolls about 1800 students from more than sixty countries.

Overview of School

ACADEMIC PROGRAM:

ISB runs an accredited and challenging international curriculum driven by leading educational research and global best practice, incorporated into North American (U.S.) and International Baccalaureate (IB) Diploma frameworks. ISB prepares students to become leaders in meeting the ever-changing needs of the world and equips them with the knowledge and skills to become caring, global citizens.

ACCREDITATION:

ISB is accredited by the Western Association of Schools and Colleges (WASC), a U.S. based accrediting commission.



GOVERNANCE:

Operating under a traditional governance structure of 11 elected and 4 appointed board members, many board members are now in place who are expected to be with ISB long term.

STAFF:

The number of faculty, leadership and support staff members approximates 530.

Mission and Values

ISB Vision:

Enriching communities through the intellectual, humanitarian and creative thoughts and actions of our learners.



ISB Mission:

Through outstanding teaching in a nurturing environment, ISB inspires students to:

- Achieve their academic and personal potential
- Be passionate, reflective learners
- Become caring, global citizens
- Lead healthy, active and balanced lives

ISB Definition of Learning:

ISB values meaningful and transferable learning where we construct understanding by developing and applying knowledge, skills and attitudes. As learners, we develop and show our understanding when we:

1. Apply our learning effectively to new situations
2. Inquire to extend our learning
3. Create solutions
4. Communicate our learning effectively to others
5. Make connections across our learning
6. Reflect critically on our learning



Position Overview

Core purpose of role

To ensure high quality learning that aligns to the school's mission and definition of learning by:

- ensuring ISB students are well prepared for their futures in college, careers and citizenship
- investigating new, research-based approaches to effective learning and ensuring the ISB school community is actively engaged with these approaches
- ensuring ISB recruits and retains the best teachers
- developing strategies that encourage a 'one school' approach to student learning

Core Tasks

Monitor and improve student learning

1. Remaining close to student learning by spending significant time in classrooms and other learning spaces, gathering evidence relating to the learning process.
2. Using this learning evidence along with multiple data sources to monitor patterns of learning throughout the school, identifying areas of strength and working with principals and other staff on appropriate learning interventions
3. Leading the ISB Learning Design Center (formerly the Curriculum Office) in visioning, strategy and practice
4. Working with the Leadership Team to develop leadership practices and strategies
5. Meeting regularly with students (ES, MS, HS) to discuss their learning and using this as another data point (see 2. above)
6. To establish and maintain systems that lead to external consultants being hired based upon the learning we value and current student learning needs, and to ensure their work has a long term and widespread impact on student learning

Provide Learning Leadership

7. Advising ES, MS and HS leadership and central offices on effective learning leadership strategies and supporting the implementation of these strategies
8. Providing faculty with professional learning, both directly and indirectly
9. Leading the ISB recruitment strategy
10. Driving, monitoring and evaluating the ISB strategic learning plan and identifying which are our high leverage interventions

Collaborate and Communicate

11. Communicating learning strategy and progress to the Board of Trustees and the wider ISB community
12. Establishing, maintaining and enhancing links with other learning centres/institutions.
13. Working closely with the Deputy Head of School (CFO) to ensure school buildings and infrastructure are conducive to great learning
14. Representing ISB in learning forums and at international conferences

School Management

15. Along with the Deputy Head of School (CFO), deputizing for the Head of School in his absence
16. Any other duties as deemed appropriate by the Head of School

Preferred Qualities and Experience Sought In The New Deputy Head for Learning

- A proven track record in an administrative position at a medium to large international school
- A passion for improving student learning and welfare
- Experience as a Principal
- Ability to complement the Head of School and Deputy Head of School/CFO



Salary and Benefits will be competitive with other large international schools in Asia.

Application Instructions

International School Bangkok has appointed ISS to act as consultant in the search for a new Deputy Head of School for Learning. Dr. Beth Pfannl, ISS Vice President for Administrative Searches, will serve as the lead consultant for the ISB search. She will be assisted by Ms. Ashley Wotowey, ISS Administrative Search Coordinator, and other members of the ISS staff.

Semifinalist candidates will be identified by ISS and forwarded to the Search Committee. Applicants should follow the instructions below to complete the new ISS “Quick App” for administrative searches. The Quick App ensures candidate profiles are presented to the Board in a uniform and consistent manner.

Current ISS candidates:

1. Draft a formal letter of interest (cover letter) specific to this position no longer than two pages, explaining your strengths as a candidate and why you are interested in this particular position.
2. Attach your updated CV
3. Save your letter and CV in PDF format
4. Submit via email to Dr. Beth Pfannl (bpfannl@iss.edu) and copy Ashley Wotowey (awotowey@iss.edu) ****Please only submit the required letter and CV, all*



supplementary materials will be uploaded to your online documents via your ISS dashboard.

5. Your complete ISS file will be made available to Dr. Pfannl upon receipt of your letter and CV.

New and Returning ISS candidates:

1. First complete the steps above to submit your formal letter of interest and CV
2. Await application instructions

ALL Candidates:

This search requires that (at minimum) the following materials be uploaded to your online documents via your ISS dashboard: Educational Philosophy/Leadership Style and Current CV/Resume (under 2 pages).

Applicants are asked to submit their letter of interest and CV and complete all necessary application steps as early as possible, as ISS and ISB reserve the right to close the selection process at any time if an ideal candidate is found.

