



# INTERNATIONAL SCHOOLS SERVICES

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Making a world of difference

**ISS Administrative Search Announcement**

**Head of School 2018**

**International School of Dongguan**

**Dongguan, China**

**Application Deadline: October 31, 2017**



## Overview of School

The International School of Dongguan (ISD) is beginning its sixth year, and is one of the most recently developed schools managed by ISS. Located in Southern China in an urban setting, ISD serves over 360 pre-K through Grade 12 students. The school provides a collaborative professional environment for pioneering educators who are passionate about creating an innovative 21st century program. ISD has established a strong supportive culture of learners and distributed leaders who strive for excellence by applying a continual improvement model. ISD is authorized to deliver the International Baccalaureate Program (IB) for students in Grades 11 and 12. The academic program is supplemented by a variety of extra-curricular activities within the school's exceptional facilities. Classrooms are modern and resource rich. The campus boasts recreational facilities including dual football fields, a baseball diamond, and a Black Box Theater. The school is appropriately licensed and accredited.

## Mission

International School of Dongguan provides a rigorous, well-rounded education while fostering the unique gifts and aspirations of each child.

## Core Beliefs

We believe that...

- Family is the primary influence on a child's development and learning.
- Developing skills necessary to live in an ever-changing world is essential.
- A foundation in basic skills is essential for quality education.
- Development of independence, collaboration, and critical thinking are fundamental to quality education.

- Meaningful learning is enhanced through active involvement in the learning process.
- People are accountable for their actions.
- Honesty and respect are essential in successful relationships.
- Learning to set goals and priorities is a prerequisite to successful learning.
- A supportive, positive partnership among school, family, and community fosters successful learning.
- All children can learn when the expectations and learning environment support the child.
- A desire to learn is an intrinsic human quality.
- Respect and recognition of cultural diversity is fundamental to understanding and developing an appreciation of others.
- Cooperation and collaboration are essential to an individual's success in a diverse society.
- Active involvement in community service is a critical component in developing responsible, caring youth.



## Community Description

The International School of Dongguan is a coeducational day school located in Dongguan, the People's Republic of China (PRC). Dongguan is situated in southern Guangdong Province in between Shenzhen and Guangzhou. With a land area of 2465 square kilometers, it is approximately a one hour drive to Hong Kong, Guangzhou or Shenzhen. Dongguan is dubbed the world's manufacturing capital. Having millions of products exported worldwide, Dongguan has more than 15,000 overseas invested enterprises. It is estimated that over 33,000 foreigners reside in Dongguan (excluding Taiwan and Hong Kong citizens).

## Accreditation and Affiliations

### WASC

ISD is accredited by the Western Association of Schools and Colleges (WASC) to ensure international standards of educational excellence are achieved. WASC is one of six regional associations that accredit public and private schools, colleges, and universities in the United States. WASC also accredits top international schools primarily in the Asia-Pacific region. ISD is now one of only 37 WASC-accredited international schools in all of China. Given that there are literally thousands of schools in China that call themselves 'international,' WASC accreditation is an externally validated assurance that we are part of an elite set of top international schools offering high quality educational programs.

The International School of Dongguan is also a proud member of two regional professional organizations for international schools: Association of Chinese and Mongolian International School (ACAMIS) and East Asia Regional Council of Schools (EARCOS).



## NCCT

In addition to the WASC accreditation, ISD is accredited by the National Center for School Curriculum and Textbook Development (NCCT) of the Ministry of Education of China.

International accreditation has been available for over two decades to international schools in China's mainland. In recent years Chinese accreditation has been developed. As a result the National Center for School Curriculum and Textbook Development (NCCT), established in 1998 as a non-governmental agency affiliated to the Ministry of Education of China, is authorized by the Chinese Ministry of Education to provide Chinese accreditation to Schools for Children of Foreign Nationals (international schools) in China.

### **The Importance of NCCT Accreditation**

The award of NCCT accreditation to schools for children of foreign nationals enables a school to be recognized as 'Xue Li Jiao Yu' (formal schooling) by the Chinese authorities. This status is advantageous to international schools in their dealings with various government agencies.

## Governance

Governance of the school is conducted by the 5-member school Board, which is chaired by Mr. Horace Song.



ISD is managed by International Schools Services (ISS). ISS has been involved in international education since 1955 and is a non-profit educational organization headquartered in Princeton, New Jersey, USA. ISS has been meeting the educational needs of expatriates and communities around the world by developing and managing quality international educational programs. These schools combine the best of Western and American education, within the culture and environment of their host country. Currently there are five other ISS

managed schools operating in China and they are located in Dalian, Shenyang, Shekou, Beihai and Nansha.

ISS has a regional leadership team located in Shekou, Shenzhen, China. ISD shares a "sister school partnership" with other ISS schools, such as Shekou International School and Dalian International School. The International School of Dongguan is very proud to partner with International Schools Services to implement a quality international school program.

## Key Features

### Students

In all subject areas and at all grade levels, students learn, practice and develop the following Expected Schoolwide Learning Results (ESLRs) for education, for social interaction, and for careers:

**Communicate Effectively by:**

- Listening, reading, writing, and observing to gain understanding
- Analyzing, synthesizing and evaluating information
- Using a variety of media to receive and express needs, knowledge, desires and opinions

**Demonstrate Personal Management by:**

- Showing competence through mastering skills and learning strategies
- Exhibiting confidence, initiative and self-reliance
- Developing habits to maintain mental and physical health



**Work Collaboratively by:**

- Using effective skills to foster, develop and maintain relations within diverse settings
- Establishing and accomplishing goals within a group
- Actively contributing to their immediate and expanding communities

**Become Complex Thinkers by:**

- Asking questions to improve critical and creative thinking
- Interpreting and evaluating significant concepts within various contexts
- Creating images to represent significant concepts

**Demonstrate Global Leadership by:**

- Fostering compassion for fellow citizens
- Enhancing cultural understanding and contributing to the local community
- Developing awareness and a sense of responsibility to the global community

**Faculty and Staff**

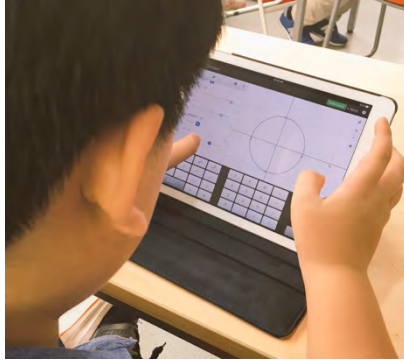
At ISD the professional life of the teachers is enhanced by the excellent new facility and by organizing teaching groups in educationally manageable sizes. We believe the availability of quality resources to support the program of studies and a meaningful supervisory experience with opportunities for professional development is important. ISS teachers are part of an educational community that spans the world. Career advancement, professional development, and home office educational support are also part of the ISS program from which teachers can benefit.



## Curriculum

The academic program provides a solid foundation of skills and concepts in language arts, math, social studies, science, technology, and the arts. Special subjects including music, art, p.e., drama, and an additional language enrich and extend student learning.

ISD emphasizes high academic expectations and attention to the individual needs of students. We work toward instilling positive, confident attitudes that lead students to be persistent and resilient in their learning and in their lives.



ISD offers a curriculum based on current practices and trends in Western countries with adjustments to meet the unique situations of students in China. The core curriculum areas are covered in self-contained classrooms in the elementary school and with departmentalization as appropriate for the older students.

ISD's mission is furthered through the continuous efforts of the faculty to work toward the stated core goals. ISD teachers recognize the importance of laying a solid foundation for later success. Students are in the process of developing enduring attitudes about themselves and the world, therefore, the ISD curriculum helps them develop a pride that comes from a variety of accomplishments; a sense of joy in learning that comes from meaningful, rich experiences; and a growing ability to be responsible for themselves and others. A unique learning experience offered to each student of ISD is the opportunity to learn about our host country's far-reaching history and culture.

## Athletics

ISD is committed to fostering student athletic talent in both our physical education classes and extended day programs. Facilities include a state-of-the-art multi-purpose field designed with two soccer pitches and a baseball diamond, in addition to a full-size gym with a basketball court and two volleyball courts. Through different associations, students can excel in sports while learning teamwork, leadership and sportsmanship as they participate in events and tournaments both locally and throughout China. ISD is a member of the All-China and Mongolia International Schools (ACAMIS) association with activities held in various places throughout the country. In middle school, our students participate in the Pearl River Conference (PRC) excelling in soccer, volleyball, basketball and cross country, and in high school, our ISD athletes participate in the Guangzhou International Schools Athletic Conference (GISAC).

## Visual Arts

Visual arts are an essential part of the International School of Dongguan's curriculum with an emphasis for offering a balanced and broad programme that fosters innovation, creativity, self-expression, and confidence. As students study the arts, traits are fostered that become helpful to our students both in the classroom, in their community and abroad.



Weekly art classes begin in Preschool and continue through to Grade 6, equipping students with the ability to create and develop their artistic expression through a variety of media. Visual Arts courses are offered as electives in grades 7-10 with a special elective in Photography. For grades 11 and 12, ISD offers the International Baccalaureate Diploma Visual Arts course, a rigorous two-year programme where students can excel in their futures as an artist, designer, photographer or any career of your child's choosing.

Facilities for the Visual Arts Programme, include an art gallery where the work of our students culminates in exciting art exhibitions throughout the year, as well as exhibitions in the community. As students become passionate about their work, they can study a variety of media using ISD's potter studio with potter wheels and ceramic kiln, ISD's photography studio, screen print and darkroom and etching press.

## Campus & Facilities

Established in 2012, The International School of Dongguan (ISD) is a coeducational day school located in Dongguan, the People's Republic of China (PRC). Dongguan is situated in southern Guangdong Province in between Shenzhen and Guangzhou.

ISD is a 12,000-square meter educational facility atop 30,000 square meters or almost 8.5 acres. The campus houses 50 classrooms within four floors. The 5th floor has an additional 6 classrooms and a conference room. ISD also boasts an 800-square meter indoor bas-ketball court fully equipped with shower and changing rooms. The cafeteria can currently seat 120 students but has the capacity to expand to seat 300 students. The campus has facilities for the arts, sciences, sports and technology. The art facilities house a modern Black Box Theatre, music rooms, art gallery, pottery kiln, screen and printing press, photography studio library and multimedia center. Our science labs are modern and our sports facilities are varied and state-of-





the art, including the recent completion of an artificial turf sports field that accommodates two football pitches and a baseball diamond. This school year, ISD became a full-fledged Baseball Sports Academy. ISD also has two outdoor basketball courts, two tennis courts, a full-size gymnasium and playgrounds. Our new Maker Space technology department classroom comes equipped with robotics and state of the art digital equipment such as a Laser Cutter and 3D printer.

## Position Overview

The preferred qualifications for the ideal candidate will include, but are not limited to the following:

- Previous experience as an international school director or senior administrator
- Facility with long term program and financial planning
- Broad knowledge base of best practices in teaching and learning
- Strong understanding of a variety of different curricula
- Familiarity with the intricacies of the accreditation process
- Relevant and current professional development
- Certification in educational leadership
- Strong background in human resources
- Excellent interpersonal and communication skills
- Marketing expertise

The new leader must be someone who is forward focused, resourceful and resilient when challenges occur. The ability to direct the school's vision and maintain a strong leadership team is essential.

The new Head of School will be recruited and supported by ISS and will work closely with the ISS Asia Pacific staff. The working year will be 220 days.

## Application Instructions

**Effective date: August 1, 2018**

**Application Deadline: October 31, 2017**

ISS Vice President for Administrative Searches, Dr. Beth Pfannl, will serve as the lead consultant for the International School of Dongguan Head of School search in collaboration with Dr. Dale Cox, ISS Vice President, Asia-Pacific. They will be assisted by Ms. Ashley Wotowey and other members of the ISS staff. The tentative deadline for applications is October 31, 2017. However, the Board reserves the right to conclude the search at any point in the process when a successful candidate is identified.

Semifinalist candidates will be identified by ISS and their dossiers will be forwarded to the school. All candidates for this position must have a current ISS profile to ensure that credentials are provided in a uniform and consistent manner. **There is no fee associated with this application.**

**Steps to apply: Follow the instructions below to create your quick ISS administrative profile**



**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](mailto:bpfannl@iss.edu)) and copy Ashley Wotowey ([awotowey@iss.edu](mailto:awotowey@iss.edu)). **\*\*\*Please only** submit the required letter, all supplementary materials should be uploaded to your online documents portfolio via your ISS dashboard
- 5) Upon receipt of your letter, you will be recorded as a candidate and your ISS file will be sent to Dr. Pfannl

**New & Returning ISS candidates:**

- 1) Complete the steps above to submit your formal letter of interest and CV
- 2) Await application instructions via email

**ALL Candidates:**

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

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