



Making a world of difference

Scholars International Group

Dubai, United Arab Emirates

Seeks: Director of Schools

Effective: July 2017

Deadline: June 20, 2017



THE GROUP

Scholars International Group (SIG) is a private school group located in Dubai, UAE. We are currently looking for a **Director of Schools** to take over the reins from our retiring Director, helping take our group to new heights while respecting the legacy that has been created.



OUR SCHOOLS

SIG is comprised of **three** schools:

Dubai Scholars, a UK National Curriculum school established in 1976 - www.dubaischolars.com

Scholars International Academy, a UK National Curriculum school established in 2007 - www.scholarsinternationalacademy.com



Clarion School, a progressive American Curriculum school established in 2016 -

www.clarionschooldubai.com

Current student strength is at 2,900. The three schools cater to the three different segments of the market – affordable, mid-market and premium.

WHOM WE SEEK

The individual we seek should have the relevant qualifications and experience and should be committed to high standards. They should be **both** academically as well as operationally seasoned. The candidate should have the pedagogical background to ensure strong learning environments are taking place at our schools while also being able to ensure the schools are in compliance with accreditation and Ministerial requirements.

The individual should also be able to ensure the quality of the schools' operational capabilities. They should be able to refine the policies and procedures as well as the accountability and KPI metrics for effective oversight and progress to excellence.



The successful applicant will be able to support the Board in looking for new strategic opportunities and representing the organization where required. They should have strengths in financial management as well as strategic planning to ensure the effective growth of the organization.

The candidate should be highly effective at documentation as well as information management systems so that all aspects of the organization can be tracked and data can be used effectively in supporting decision making. The candidate should be a collaborative and motivational leader who is both confident and flexible.

Candidates for this position should be energetic, driven and committed to excellence across all areas. The candidate should have strong interpersonal skills and be a great communicator. Applicants should be calm, mature, open, patient, hard-working, humble and in essence a good person.

QUALIFICATIONS

The following are a list of required qualifications for our incoming Director of Schools:

- An education-related degree
- At least 7 years' experiences in both a business as well as a K-12 setting
- Prior experience with school accreditation and / or school inspections
- Strong proficiency with information management systems and effective utilization of data
- New construction project management experience is a plus
- Outstanding human relations skills

SALARY AND BENEFITS

We offer a competitive package with benefits and an end of contract gratuity.



APPLICATION PROCEDURES

ISS Executive Search Consultant, David Randall, will serve as the lead consultant for the Scholars International Group Director of Schools search. He will be assisted by Ms. Ashley Wotowey and other members of the ISS staff. The tentative deadline for applications is June 20, 2017, however, ISS and Scholars International Group 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:

Current ISS candidates:

- 1- Draft a formal letter of interest (cover letter) specific to this position
- 2- Save the letter in PDF format
- 3- Submit letter and personal resume via email to David Randall (drandall@iss.edu) and Ashley Wotowey (awotowey@iss.edu).
- 4- Please only submit the required letter and personal resume, 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 le will be sent to David Randall

New & Returning ISS candidates:

- 1- Complete the same steps as current candidates to submit your formal letter of interest
- 2- Await application instructions via email

ALL Candidates:

This search requires (at minimum) the following materials be included in your complete ISS Portfolio: 3 confidential references and updated personal CV/Resume.

For any questions please contact Administrative Search Coordinator Ashley Wotowey (awotowey@iss.edu)