



INTERNATIONAL
SCHOOLS SERVICES

Making a world of difference

Director/Principal
Independent Schools Riau
Sumatra, Indonesia

Deadline: Friday, October 12, 2018

Introduction

Independent Schools Riau (ISR), an ISS managed school offering a rigorous North American standards-based curriculum covering preschool through eighth grade, seeks a Director beginning August 1st of the 2019-2020 academic year.



Mission

Independent Schools Riau is a diverse community formed by a partnership of students, educators and community members. We empower every student with knowledge, skills and values to adapt and succeed academically, socially and emotionally. ISR inspires, prepares and challenges our students to live meaningful lives and to make a positive difference as leaders and global citizens.

Core Values

The ISR community values **integrity**, an individual's ability to live according to their principles.

The ISR community values **excellence** in all aspects of learning as we support and encourage individuals to persist in achieving their full potential.

The ISR community values **respect and responsibility** for oneself, others, and the environment; developing individuals who are appreciative, empathetic and collaborative.

The ISR community values **diversity**, embraces uniqueness and encourages international mindedness.

The ISR community values **life-long learning**, supporting individuals in their quest to become self-directed learners, critical thinkers and creative problem solvers.

The ISR community values **a balanced individual** who is prepared academically, socially and emotionally; who is confident and embraces learning with optimism and joy.



The School

Located in the province of Riau on Sumatra, Indonesia, Independent Schools Riau is a coeducational day school, accredited by the Western Association of Schools and Colleges (WASC). ISR is sponsored by Chevron Pacific Indonesia (CPI). The school is primarily but not exclusively for the dependents of the expat oil company employees. ISR is located on the Rumbai Camp on the outskirts of the city of Pekanbaru, which has an international airport. ISR is an International Schools Services (ISS) managed school; a Senior Leadership Executive guides and support the ISR administration. ISR serves a community of parents, composed almost exclusively of professionals in the petroleum industry. ISR has an international population of approximately 65 students.



CURRICULUM

ISR uses a rigorous North American standards-based curriculum, focusing on language arts, social studies, mathematics, science, physical education/health, art, life skills, library, technology as well as Indonesian culture class. Because of our excellent student-teacher ratio, even though there is no designated special-education program, we are able to offer individualized support and differentiation to our students.

ISR is committed to integrating the Expected Schoolwide Learning Results throughout the curriculum. All students at ISR are Global Stewards, Responsible Individuals, Expressive Communicators, Academic Achievers, Thinkers and Problem-Solvers, and Self-Directed Learners.



FACULTY

The School Board is committed to maintaining a faculty of top quality, professional teachers; as such the staff reflects a variety of backgrounds. The majority of our teachers possess either a U.S. or Canadian teaching certificate, 50% have a Master's degree. Of our 13 teachers, the nationalities of staff are American, Canadian, New Zealand, UK, and Indonesian.

FOCUS ON TECHNOLOGY

Our school technology infrastructure is advanced. The campus has a wireless network. One-to-one technology devices are available to students from preschool to grade 8. All students in Middle School purchase a Mac laptop. Every classroom has a LCD projector, as well as access to a

scanner and printer. The school employs a technology facilitator to assist teachers in integrating technology into their curriculum.

PROFESSIONAL DEVELOPMENT

ISR values professional development and the impact it can have on student learning. Teachers have the opportunity to access professional development funds to attend professional development workshops, seminars or credit courses that best meet the growth initiatives of the school and of the teacher.

Position Overview

THE POSITION

The Director is responsible for leading teachers and supporting staff members in the day-to-day management of its academic/educational and other operations. The Director fosters a positive, caring environment that supports the learning of students across all developmental areas. The Director is a positive role model and sets an example of high moral, ethical and professional standards. He or she is the 'keeper of the mission' and as such is working to achieve the school's mission and goals, as well as uphold the policies and procedures of Independent Schools Riau.



The Director will communicate on a professional level and maintain appropriate collegial relationships with all ISR stakeholders. The Director will work with the School Board, the ISR Foundation, the ISS Senior Leadership Executive, the Parent Teacher Organization and other stakeholder groups to continually enhance the quality of the school's programs and the life of its community.

Work Schedule: 200 contract days; Monday through Friday

Reports To: School Board and ISR Foundation Board

DESIRED QUALIFICATIONS

The successful candidate will be expected to have as many of the following qualifications as possible:

Professional Attributes

- An advanced degree in the field of education and certification as an administrator or the equivalent
- Success as a senior administrator in leading teaching and learning
- Commitment to standards-based curriculum, grading and reporting
- Extensive understanding of financial reporting and financial planning
- Extensive experience in building programs and program review
- Extensive experience in managing human resources (recruiting and retaining talented faculty)

- Proven organizational ability, initiative and effective communicative and interpersonal skills
- Proven ability and desire to collaborate in a Professional Learning Community
- Proven ability to develop and maintain a constructive, positive working culture / climate
- Technology literate

Personal Attributes

- Visionary
- Inspirational
- Flexible
- Energetic
- High integrity and character
- Strong Positive and consistent disposition
- Values cultural diversity and differing perspectives
- Sense of humor
- Student-centered
- Clear desire to make a difference
- Ability to manage ambiguity



SALARY & BENEFITS

The salary will be competitive and commensurate with the qualifications and experience of the successful candidate.

Benefits include:

- Furnished housing and utilities
- Round trip airfare for self and dependents
- Shipping allowance
- Annual home leave
- Relocation allowance
- Free tuition at ISR for school-age dependents
- Health Plan (50/50 share)
- Professional development contribution

Application Instructions

Effective date: August 2019

Application Deadline: October 12, 2018

ISS Vice President Administrative Searches & Governance Services, Dr. Beth Pfannl, will serve as the lead consultant for the Independent Schools Riau Director/Principal search. She will be assisted by Ms. Lory Thiessen, Senior Leadership Executive and other members of the ISS staff. The tentative deadline for applications is Friday, October 12, 2018. However, ISS and the ISR Search Committee reserves the right to conclude the search at any point in the process when a successful candidate is identified.

Please send a formal letter of interest (cover letter) specific to this position no longer than two pages, along with your CV, both in PDF format to bpfannl@iss.edu and lthiessen@iss.edu and copy awotowey@iss.edu. The letter of interest should include the strengths the candidate feels qualify him/her for consideration for the position.

You will be contacted by Ashley Wotowey regarding the next steps to follow for consideration. Semifinalist candidates will be identified by ISS and their dossiers will be forwarded to the search committee. Finalists' interviews will be conducted initially via Skype and in person as appropriate.

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

