

## Leadership Search



## Head of School International School of Hyderabad *Hyderabad, India*

Application Deadline: October 2, 2020  
Start Date: August 2021

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## Position Overview

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Everything at the International School of Hyderabad (ISH) is driven by a clear, consistent 'Why'. We do things 'on purpose'. That purpose is expressed clearly in the Mission that has driven our decision-making since 2015:

### Leading Our Own Learning

*At ISH, learning is personalized. We encourage independent thinkers who take responsibility for their own learning, with our full professional support. We work with them to build deep conceptual understanding, high levels of competency and a positive, moral character: the tools for success in navigating a complex, challenging world.*

At its broadest level the work of the Head of School is to continue to lead the realization of this Mission, leading in ways that have the highest possible impact on the quality of learning and the quality of life at our School.

The Head of School is responsible for the following:

#### **The Learning**

The Head will positively impact learning by:

- ensuring high quality academic and co-curricular learning of ISH students,
- continuing to develop the faculty capacity and competency through nourishing professional learning opportunities,
- fostering collaboration within ISH and between schools and regional/global organizations,
- providing the mechanisms and the facilities for optimal learning of ISH students,
- ensuring the regular review, evaluation and development of programs offered by ISH, and
- promoting a positive learning culture.

#### **The Business**

The Head will positively impact school finances by:

- developing and managing a strategizing budget,
- engaging staff and systems for implementing strategic planning and budget,
- reviewing the strategy, to optimize staffing and resources for learning, and
- managing and leading all financial matters, including identifying new income sources and streams, to enable sustained operational planning, and to subsidize capital projects.

### The People

The Head will positively impact human capacity by:

- overseeing recruitment and retention of excellent teachers, and additional staff required to support optimal learning conditions,
- allocating staffing duties and responsibilities, within the ISH policy framework,
- ensuring staff goal setting and review processes are completed,
- ensuring grievance and disciplinary matters are appropriately followed, and
- facilitating a growth mindset, and action plans to enhance professional development.

### The Governance

The Head will positively impact good governance by:

- building a close and collaborative relationship with the Board
- ensuring the review and development of school policies, procedures and systems,
- cultivating relationships with ISH affiliate organizations, including ICRISAT, consulates, embassies, accreditation agencies,
- demonstrating commitment to ISH principles, including supporting diversity, safety, equity, and inclusion,
- ensuring operational practices sustain an environmentally and physically healthy campus,
- ensuring the school complies with legal requirements and school policies, and
- informing and liaising with the community, enabling and sustaining a cohesive learning culture.

### The Profile

ISH will be looking for the following qualifications, experience, and personal qualities in the new Head;

- Advanced educational leadership qualifications
- Experience as a Head of School strongly desired
- Experience with governance processes desired
- International school (and curricular) experience (in a leadership role) strongly desired
- Empathic and also resilient by nature
- Learning focused, actively engaged in student success
- Community minded, community builder, and community connector

**Application instructions found on final page of announcement.**

## Useful Information about ISH



The International School of Hyderabad (ISH) was founded in 1981 under the trusteeship of the International Crops Research Institute for the Semi-Arid Tropics (ICRISAT), both non-profit organizations. This gives ISH the similar status of a school administered by a foreign/consular mission. The Head of School is responsible for the day-to-day operations, working with 7-member Board.

ISH was the first school in India to receive international accreditation from the Council of International Schools (CIS) and continues to be accredited by CIS and the New England Association of Schools and Colleges (NEASC). ISH is also the first

school in Telangana (former Andhra Pradesh) to be authorized to offer the IB diploma.

The second 10-year joint CIS and NEASC accreditation self-study was successfully completed in November 2019, and the IB Diploma reauthorization process was also completed in October 2019.

ISH is a co-educational day school for learners between the ages of 4 to 18 years old. At present the student body consists of approximately 375 students from about 20 different countries. The majority of the students at ISH are from overseas. That said, ISH is able to admit a limited number of Indian citizens. Over 34% of the ISH staff is international, coming from many different countries, with teaching experience in many International Schools globally.

ISH focuses on preparing learners for life, with a focus on conceptual understanding, high levels of competency, and a positive moral character. Almost all, go to prestigious universities across the world, with the majority attending universities in North America.

## Mission, Tagline, and Guiding Principles

### Mission

At ISH, learning is personalized. We encourage independent thinkers who take responsibility for their own learning, with our full professional support. We work with them to build deep conceptual understanding, high levels of competency and a positive, moral character: the tools for success in navigating a complex, challenging world.

### The ISH Tagline

***Leading Our Own Learning***

## Guiding Principles

Our work is framed by these Guiding Principles:

### **We are a learning-focused school**

Our decisions are driven by clear learning purposes with a commitment to a broad, holistic educational experience. Our students own their learning and we provide them with rich, relevant contexts for practical learning applications, in a culture where mistakes are seen as learning opportunities.

### **We are a deliberately diverse school**

We build a community of students with different learning profiles, cultural and linguistic backgrounds and personal perspectives. We encourage cultural interactions and we support students in developing their own ideas and personalities.

### **We are a nurturing school**

We sustain a safe, welcoming culture, characterized by a commitment to care for ourselves, each other, and our environment.

### **We are a collaborative school**

We work together in planned, purposeful ways to utilize our strengths.

### **We are an aspirational school**

We have high expectations. With our guidance, students set challenging goals and develop the resilience to achieve them. We reflect on our own progress as a school and seek and receive feedback and recognition from rigorous external international accreditation.



## The School

### Campus

The original ISH campus was in the city of Hyderabad. In 2007, the school was moved to the current (ICRISAT) campus. The main ICRISAT campus stretches for 3,600 acres with the school campus spread over 10 of those acres. Being located on the ICRISAT campus provides ISH students with extraordinary access to nature and most unusual learning environments, with science labs, a museum, a medieval fort, and a weather station. The ICRISAT campus offers opportunities for other outdoor pursuits including a swimming pool, tennis courts, cross country running and cycling.

The school campus has science laboratories, music rooms, a library, art rooms, language rooms and multiple outside areas for learning and exercise. Facilities at ISH include numerous green spaces, including various football/playing fields, a cricket pitch, 2 outdoor covered areas (for various learning activities) and as indoor, air-cooled multipurpose gym (basketball, volleyball, badminton, etc.). Additional facilities include a canteen, an outdoor stage, and an indoor multipurpose “Hall”. Learning takes place in extended classrooms at ISH. Learners are fortunate to have a climate that allows the use of the many green spaces that the campus provides for learning.

Safety & security are top priorities of the school. The main ICRISAT campus, where ISH is located, has its own fire station and a medical unit with a full-time physician. In addition to this medical unit, ISH employs two full-time nurses. Both ICRISAT and ISH have security guards controlling the entries and exits to each campus and the ISH campus is monitored by CCTV. ISH issues ID cards to students, parents & drivers



### Curriculum

ISH utilizes 3 international curricula to scaffold learning:

#### **Common Ground Collaborative (CGC)**

ISH utilizes the [CGC](#) framework for learning from EC - Grade 8.

This framework is essentially a collection of units designed to provide project and inquiry-based units, with contextual links, and with a common language of learning. Many schools are part of this collaborative, and ISH is the first member school of the group.

### **International General Certificate Secondary Education (IGCSE)**

ISH students in Grades 9 and 10 take IGCSE subjects and sit final exams in the June session.

The first IGCSE Cambridge Exams were administered at ISH in 2003, and results are typically pleasing, 80+% students achieve B or above annually.

### **International Baccalaureate (IB) Diploma Program (DP)**

The first IB Diploma was given in 2007, when the first class of IB students graduated from ISH.

ISH uses May session exams, and results are very pleasing, particularly given that ISH is inclusive in admission to the DP. In recent years, result highlights include a perfect 45 points, and averages of 35 points (2019), and 36 points (2020). Most students choose the IBDP, and all graduating students earn a High School Diploma.

### **Other curriculum programs**

Several students in high school complete AP courses independently in addition to their IGCSE/IB programs. ISH utilizes MAP testing for elementary and middle school students annually. Some ISH high school students undertake external online options, such as VHS courses as part of their programs. ISH supports individual learner needs, including diverse programs, where possible.



### **Technology**

ISH has a BYO Laptop expectation for students from Grades 6 - 12. Students in upper elementary have a Chromebook each, provided in school, and lower elementary students have iPads, provided in school. Every classroom has a projector and every teacher has a laptop.

### **Activities**

#### **Co-Curricular Activities**

Co-Curricular Activities (CCAs): The Elementary and Secondary Schools offer a mix of Co-Curricular Activities (CCAs) that are both age appropriate, challenging and engaging. These programs be they performing arts, crafts or sports are open to all students so as to help students develop skills and an appreciation of life-long learning, making friends, having fun, learning to play as a member of a team, learning to play fair and improve self-esteem.

CCAs for grades 1-5 and 6-12 are offered in both semesters. ISH believes that participation in these programs will result in better health and fitness, stronger physical skills, an enhanced understanding and appreciation of performing arts along with the increased social interactions.



### Athletics

ISH was the founder of The International School Activities Conference India (ISACI). Athletics remain a cornerstone of student life at ISH as it complements the efforts made inside the classroom.

ISH provides teams in the following Sports: Basketball, Football (soccer), Volleyball, Cricket, & Swimming, participating and collaborating with sister ISACI schools

from: Stonehill International School (SIS), Bangalore; Mahindra International School (MIS), Pune; and The British School (TBS), New Delhi.

### Productions

ISH has annual productions in each section of the school. Each of these productions take place on the outdoor stage in a magical evening session that is highly attended and celebrated for the acting, choreography, music, props and costumes. Significantly, students are the leaders of all aspects of the secondary productions and elementary students are also provided with leadership opportunities for their production. One more example of ISH students leading their own learning.



### Student Council

The Student Council operates in the upper elementary and secondary school, providing a voice for the students and giving them meaningful leadership opportunities. The student council suggests improvements, helps ensure that students make responsible decisions, and helps organize social and fund-raising events. The Student Council consists of a President, Vice-President, Secretary, Treasurer and Class Representatives. During the pandemic, STUCO has remained active, generating regular activities and challenges that provide opportunities for engagement and excitement.

### Service Learning

Service Learning at ISH is integrated into the taught curriculum, with an aim that learners chose to serve. Further, opportunities are provided for all members of the ISH community: students, teachers, leaders, parents to be service-learning leaders. The ISH community works together to address real and authentic community needs by putting their conceptual understanding, high levels of competency and positive moral character to action. This generally occurs locally through affiliation with several organizations providing support in health, housing, education, environmental, and animal welfare sectors.



## Faculty

ISH employs approximately 60 teaching faculty as well as a range of administrative and support staff, including typical roles such as Finance, Admissions, HR, Transport and Maintenance. The average tenure of our teachers is more than five years.

ISH is appreciated for the personalized learning that students receive in small class sizes; faculty to student ratio varies but is approximately 1:15 throughout the school. At ISH, teachers treat students as equals in a healthy collaborative learning culture. It is one of the differences between ISH and other international schools in Hyderabad.

## Governance & Leadership

ICRISAT established the ISH School Board to help evolve the strategy, define policy guidelines and the operational framework in collaboration with the Head of School. The School's Charter, the School's Mission, the School Board and ICRISAT regulations guide the running of the school. ISH is currently governed by a 7-member ISH School Board.

The Head of School is responsible for the day-to-day operations with the input of a Senior Leadership Team (SLT) including two Divisional Principals and a Director of Learning. Divisionally, there are areas of middle level leadership, including Curriculum Coordinators (Elementary) and Heads of Department (Secondary), as well as IGCSE and DP Coordinators. An Athletic and Activities Director is a specific whole school part-time role too.



The Student Council (StuCo) provides one avenue for student leadership and student voice and choice is actively encouraged.

## ISH Families

Parents from ISH tend to work in several corporate sectors in Hyderabad. These include technology (Hyderabad has several large organizations - Microsoft, Google etc), Pharmaceuticals, Hospitality, Education and Diplomacy. The US Consulate is building a large visa office in Hyderabad, with anticipated growth in coming years. ISH families are close partners of learning and attend learning and school social events in high numbers.

## Professional Learning

The teachers are experienced and highly qualified. They are dedicated professionals who work together as a team to ensure that the highest quality of education is delivered to students. Teachers engage in regular professional development to maintain those standards. Approximately 3% of the School's budget is dedicated to professional learning.

## Role of ICRISAT - a unique relationship with ISH

Several ISH students have parents who work as scientists at ICRISAT, and ISH is fortunate to be able to liaise with ICRISAT staff, particularly in terms of science and humanities learning opportunities.

[The International Crop Research Institute of the Semi-Arid Tropics](#) is an institution that is UN affiliated, with an environmental charter, including:

- Overcoming poverty and hunger
- Reducing malnutrition
- Preventing environmental degradation
- Empowering women
- Coping with climate change
- Utilizing digital architecture



## Schedule & Academic Calendar

For the unusual 2020/21 school year, ISH started early, in mid-July, and will finish in early June. Currently, the Elementary School is structured around a Day 1 - 4 rotation which matches with the Secondary School Day 1 - 8 rotation. Each of these days have a 6-block synchronous experience for ES students; or a 4-block synchronous experience for SS students, each between 8:30 am and 3:00 pm.

Every Wednesday, ISH provides a balance of synchronous learning in the morning, office hours, and professional learning times in the afternoon. If school were physically on campus, students would be staying at school until between 3:00 and 4:00 for Co-Curricular Activities (CCA). These CCA sessions normally also extend to Saturdays for secondary students.

Regular years are a mid-August start and mid-June end, with similar holidays, aligned to Indian holidays and strategic rests. Typical holidays include 1 week in October, 4 weeks in December, 1 week in March, 1 week in April. There are 180 school days and 5 Professional Learning days over 2 semesters.



## ISH response to Covid-19

ISH has been operating with a virtual learning format since mid-March, and has developed various communication platforms/documents such as the [Continuous Learning Site](#) and [2020-21 Playbook](#).

The situation has created the need to adapt and support various community events despite the online learning environment.

Some of these virtual events have included:

**2<sup>nd</sup> Semester 2019-20:**

Way Conferences  
Awards  
Visual Art exhibition  
Whole School Assemblies

**1<sup>st</sup> Semester 2020-21:**

Welcome Back Event  
New Student Orientation  
Assemblies  
IB DP Orientation  
Synergy 2 (learning presentations to the community)  
3 Way Conferences  
Co-Curricular Activities

**Additional ISH support structures have included:**

Community phone calls (every 2 weeks)  
HoS Community Updates (Tuesday and Fridays)  
Divisional Principal Sessions  
Surveys



## Fast Facts

Year Established	1981
Accreditation Agency	NEASC and CIS
School type	Private, International, Independent, Day School, K - 12
Language of Instruction	English
Tuition (2020-2021)	INR 6,75,000 to INR 10,50,000
Total Enrollment	375 (Pre Covid = 425)
Elementary School Enrollment	175
Middle School Enrollment	100
High School Enrollment	100

Average % Home Country Nationals	30%
Student Nationalities	20
Student Age Range	4 to 18 years
Percentage of Annual Student Turnover	15%
Class Size	Approximately 16 (this varies, particularly in High School)
Student to Teacher ratio	7:1
Number of Faculty	60
Percentage of International Faculty	34%
Percentage of Annual Faculty Turnover	5-10%
Number of Board Trustees	7

## Application Instructions

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Effective Date: August 2021

Application Deadline: October 2, 2020

ISS Director for Administrative Searches & Governance Services, Pauline O'Brien, will serve as the lead consultant for International School Hyderabad Head of School search. She will be assisted by Ms. Ashley Wotowey and other members of the ISS staff.

In one PDF document, please send a formal letter of interest (cover letter) specific to this position no longer than two pages, along with your CV to [pobrien@iss.edu](mailto:pobrien@iss.edu) and copy [awotowey@iss.edu](mailto:awotowey@iss.edu). You will be contacted by Ashley Wotowey regarding the next steps to follow for consideration.

**ISS takes all aspects of child safeguarding very seriously. All candidates for employment will be rigorously screened.**

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