

Leadership Posting

Middle School Principal Carol Morgan School *Santo Domingo, Dominican Republic*

Application Deadline: December 3, 2021
Start Date: August 2022

Carol Morgan School Middle School Principal Beginning August 2022

Timeline

The deadline to apply for this position is the **3rd of December 2021**. The review of candidates will begin upon receipt of application packages. Therefore, interested candidates are encouraged to apply at the earliest possible time. Ideally, we would like to make an appointment by the December break.

Position Overview

Carol Morgan School is seeking a new Middle School leader who values relationships as the foundation of our work as educators, who is committed to student learning as our core, who understands and embraces that learning occurs in multiple and diverse environments, and who engages in collaborative leadership as a part of a school-wide leadership team. The current CMS Academic Leadership Team is comprised of:

- Head of School
- Deputy Head of Curriculum, Instruction and Assessment
- Elementary Principal
- Middle School Principal
- High School Principal

The Middle School Principal is charged with managing the daily operations of the middle school division, providing leadership in assessment and the development of the instructional, co-curricular and social emotional program. The Middle School Principal is responsible for developing a collaborative, innovative, and nurturing environment for employees and students, providing leadership in student safeguarding and all matters of child protection, promoting respect among employees, students, and parents; assigning, scheduling, supervising, and evaluating approximately 40 middle school faculty and staff, and representing the school positively within the broader CMS school community. The successful candidate must be energetic, well versed in educational pedagogy, experienced with and supportive of strong curricular and co-curricular programs, able to inspire and promote positivity in his or her faculty, and be fulfilled by working closely with students and teachers in their activities and day-to-day life at CMS.

CMS Mission

The Carol Morgan School is a private, secular, non-profit, college-preparatory school that instills a passion for learning, builds character and inspires civic and social responsibility. Incorporating a rigorous, U.S. curriculum and advanced technology, CMS empowers students to become leaders of a multicultural, global society. The Carol Morgan School will maintain its lead as a world-class international school.

CMS Vision

Founded on Integrity, Focused on Learning.

CMS Philosophy

Committed to excellence in all that we do and continuous improvement, the Carol Morgan School provides an outstanding standards-based academic program within the framework of the best research-based educational practices. The varied international student body receives an immersion English language program.

The philosophy and objectives of the school support a U.S. curriculum enhanced by the rich culture of the Dominican Republic. CMS welcomes families from all countries knowing that this association of students of different backgrounds and religions will help them develop a clear understanding of the global world in which they live.

CMS programs stress the worth and dignity of all students and provide them the opportunities to progress intellectually, emotionally, socially, and physically to their greatest potential.

We believe in a safe, supportive learning community in which challenges are met with respect, compassion and enthusiasm to foster achievement of potential and expand personal and collective excellence.

The skills and attributes desired in the Middle School Principal are:

- Collaborative, dynamic, and self-motivated individual with a passion for providing learning experiences based on best research and practice
- Experienced educator/leader with experience in developing and implementing a vertical aligned curriculum school wide
- Proven multicultural awareness and sensitivity in meeting the needs of diverse learners
- Builds staff knowledge and expertise in effective instructional design and academic standards
- Develops knowledge of how standards map to curriculum and assessment
- Develops teachers to provide rigorous and high quality instruction
- Leads analysis of and develops teachers ability to analyze student data to identify strategies that will move students towards mastery
- Ensures teachers can collaborate, analyze their practise and their student data, and adjust instruction in teams
- Leads whole school professional development workshops that drive improvement in teacher practice
- Innovative and creative, modeling the values and beliefs of CMS guiding documents
- Demonstrated excellence in leading people, managing processes, and improving learning
- Personal integrity and professional ethics in leadership

The profile of the ideal Middle School Principal candidate is:

- Previous experience (at least four years) as a Middle or Secondary Principal
- Proven success in a learning environment that is cross cultural with an awareness of the dynamics of an international school community
- Expertise in middle school years, supporting student development and growth
- Excellent interpersonal and communication skills with an understanding of organizational culture and how to bring people together to achieve common goals through successful mentoring, supervision, and support for community members
- Articulates and advocates for middle school learning experiences and opportunities
- Collaborates with leadership team to recruit, retain, and develop high quality, creative staff
- Establish and facilitate professional learning communities (PLC) to ensure alignment, collaborative, and distributed decision making to support learning
- Engages with faculty and staff in developing innovative assessment strategies and integrated reporting tools for sharing student learning in alignment with best research

The desired education and credentials for the Middle School Principal are:

- Valid supervisory credential from the US, or the equivalent from another system preferred
- Minimum of MA or MED or equivalent in Educational Administration, Educational Leadership, or similar field

CMS Compensation Package

CMS offers a highly competitive compensation package for this position in our region including the benefits noted below:

- Partially furnished housing and utilities stipend
- Relocation and excess baggage
- Vehicle with related expenses covered
- Visa acquisition and renewal assistance and expense reimbursement
- Round trip annual air transportation for Principal and eligible dependents
- Matching retirement plan through LPL
- CMS paid local income taxes (excludes local social security tax)
- 100% tuition waiver for eligible dependents
- Club family membership
- Insurance: International health, local dental, and life insurance
- Professional learning funded by CMS annually
- Leave: sick, bereavement, personal, maternity/paternity, and recruitment

Application Process

Those interested in this CMS leadership opportunity are encouraged to submit an application package via email, no later than the **3rd of December**. Candidates should submit the following information in the format requested:

- A letter of application, no longer than one page, explaining why you are interested in this leadership position.

- A current resume not to exceed two pages.
- A personal statement of educational philosophy not to exceed two pages.
- A list of references who have served as an immediate supervisor to include current email addresses and telephone numbers.
- A maximum of three letters of reference (scanned at low resolution) that may already be in your possession.

Please note that all application materials must be scanned into a single pdf attachment of 4MB or less and sent to the **CMS Leadership Search Committee** at the following email address msrecruitment@cms.edu.do

The review of candidates will begin upon receipt of application packages. In the event an outstanding candidate is identified in the search process before the closing date, CMS reserves the right to proceed with interviews, on campus visits, and making an appointment before the deadline to bring the search to a close. Therefore, interested candidates are encouraged to apply at the earliest possible time.

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Instructions

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