

CAYMAN INTERNATIONAL SCHOOL



HIGH SCHOOL PRINCIPAL

Grades 9 to 12

APPLICATION DEADLINE

September 30, 2021

EFFECTIVE DATE OF APPOINTMENT

August 2022



School History

Founded in 1994 as a small independent school, over the past two decades the Cayman International School (CIS) has developed into a leading international school serving the multicultural, ex-pat and local families who live on Grand Cayman in the Caribbean. CIS opened its doors in October 1994 as the Faulkner Academy. The school was purchased in 2002 by International Schools Services (ISS) of Princeton, New Jersey and renamed Cayman International School. CIS began the school year in fall 2003 with 102 students in grades PK-8. CIS completed the Middle States Association of Schools and Colleges (MSA) Ascending Grades Protocol in November 2007 and was then accredited through Grade 12. Today, CIS serves more than 940 students from early childhood through high school, and the school is expected to increase to nearly 1100 students by 2025. As the school has grown, it has expanded its academic and co-curricular programs commensurately, so it now offers a fully articulated standards-based curriculum, assessments, and reporting; an IB Diploma program; extensive athletic, arts, service, and other co-curricular activities; and many project-based and service-learning opportunities.

The High School at Cayman International School consists of grades 9 to 12. The curriculum is based on American and International standards, including being an IB Diploma World School, and is designed to prepare students for entrance into colleges or universities around the world. In order to graduate from CIS, students must complete a specific number of credits in core subjects and elective courses. The graduation requirements ensure a holistic learning experience that prepares students to be well-rounded, knowledgeable, and passionate learners. Course completion and credit accumulation require passing marks and regular attendance.

CIS Mission, Vision and Principles



In 2017-19, CIS engaged in a school-wide, foundational review process that included an MSA self-study for reaccreditation, a new strategic plan, a revised mission and vision, and shared community and learning principles, that have coalesced in a guiding document, CIS Paradigms. That integrated process led to unmistakable clarity and integrity in how the school defines and speaks about learning and how all school constituents are expected to act.

Mission & Vision

Our mission is to **Connect | Inspire | Serve**. We are a *positive community with passionate learners*.

We are a positive school community strengthened by our international diversity. We find common ground in a shared commitment to learning that connects ideas and people, challenges us to grow, and inspires us to better ourselves and our world. We use principles to guide our journey and recognize that preparing for and shaping the future starts with embracing the opportunities that surround us each day.

Community Principles

The school is guided by four community principles:

THE KINDNESS PRINCIPLE

We value kindness. Our kindness is illustrated in all of our interactions: with our own children, with others' children, with families, with staff, and with administrators. How we communicate with each other is emblematic of our collective kind and caring spirit.

THE PARTNERSHIP PRINCIPLE

We are strongest when we work together, when we share ideas and resources, and when we partner with the greater Cayman community. A spirit of collaboration not only makes our community stronger, it makes student learning richer by connecting stakeholders in exciting and innovative ways.

THE SUSTAINABILITY PRINCIPLE

We take into consideration long-term impacts when making decisions. This applies to decisions about programming as well as to our personal and collective behavior. We live on an island with limited resources and our environmental stewardship is essential in keeping it viable and healthy for generations to come.

THE GOOD INTENT PRINCIPLE

We trust that members of our community have what is best for students at heart. We talk with people, not about people.

Learning Principles

CIS also has shared learning principles that shape how learning is defined, designed, delivered, and demonstrated at all levels of the school. CIS's Learning Principles include:

LANGUAGE OF LEARNING

We understand that to make learning happen effectively and collectively we need a shared language that describes what learning is and how we do it.

OWNERSHIP OF LEARNING

We understand that we are all able to learn and ultimately responsible for our own learning.

NATURE OF LEARNING

We understand that learning is emotional as well as cognitive and is both an individual and social experience.

CONTEXTS OF LEARNING

We understand that learning transfer happens best in rich, relevant contexts.

CIS believes that learning is a process of growing, deepening and sharing Conceptual Understanding, Competencies and Character in lasting, impactful ways. Those concepts are explicitly discussed at the middle and high school levels. Similarly, learning in early childhood through grade two focuses on Head, Hand, and Heart, and students in grades three through five learn by Knowing, Doing and Being,



The Educational Program

Cayman International School is committed to the whole child. To that end, CIS teachers and staff aim to design learning experiences that are developmentally appropriate in an engaging, challenging, nurturing and constructivist environment. The school pays close attention to the different needs, interests, and developmental levels of its students, and its program provides for all areas of a child's development— physical, emotional, social, and cognitive, through the school-wide definition and understanding of learning as described above. The school recognizes that children learn through active exploration and interaction with adults, other children, and their environment and when they're able to engage in activities that are authentic and relevant to their lives.

Early Childhood Program

The Early Childhood Program at CIS encompasses children from PreK 2 (two years old) through PreK 4 (four years old). Early Childhood classes, have a teacher and assistant in each classroom. Class sizes are approximately 12-16 students. We currently have 146 students in the Early Childhood. Dedicated to the development of the whole-child, CIS uses The HighScope Preschool Curriculum, a research driven, play-based, student-centered program, and the school offers Spanish language lessons, swimming, perceptual motor, and music & movement opportunities for all students in Early Childhood.

The CIS pedagogical approach is informed by the Reggio Emilia educational philosophy, in which teachers carefully observe students and design learning experiences that honor children's choice and voice. Rather than following predesigned teacher-directed thematic units, lessons emerge from children's curiosities and interests. Daily, teachers create opportunities for students to plan and share ideas, develop strategies, identify resources they will need to use, and reflect upon the learning experience. This inquiry cycle is communicated to students in the language of Plan, Do, Review. The flexible program puts children at the center of learning.



Elementary Program

The Elementary School Program at CIS includes children from Kindergarten through Grade 5. There are four sections of each grade level. We currently have 391 students in the Elementary School. The Elementary Program at CIS is based on the Common Core and AERO standards and is enhanced through special programs including STEAM, Spanish, swimming, PE, art, music, library, and integrated technology. Project-based learning, service, and sustainability projects are integral aspects of the Elementary program that are coordinated through instructional coaching and team collaboration. CIS students learn to think like scientists, mathematicians, authors, musicians, engineers, artists and more through authentic learning experiences. These co-created learning opportunities help children learn about themselves, their classroom and the broader community and world.

Student growth and progress are measured using standards-based, formative, and summative assessments as well as teacher observations. Students demonstrate and share their learning through purposeful reflection, as evidenced in a portfolio process. Students are supported socially and emotionally using a Positive Discipline approach; they are taught to become capable and self-reliant members of the school community. The Elementary School Counselor facilitates training in Positive Discipline approaches for faculty and parents and supports students through regularly scheduled lessons, small groups, and individual sessions.

Middle School Program

The Middle School at Cayman International School encompasses grades 6, 7, and 8. We currently have 206 students in the Middle School. In the Middle School, teachers work collaboratively to create an environment that is supportive and responsive to student needs. During the middle years, students are developing intellectually, socially, emotionally, and physically. The staff understands the magnitude of these changes and has developed a program that is caring and nurturing. There is an emphasis placed on the use of higher order thinking skills, hands-on instructional strategies, the development of study skills, and participation in extracurricular activities. Teachers work collaboratively to provide a smooth transition from elementary to middle school and collaborate with colleagues to prepare students for success in high school. In addition to core curricula, students in the Middle School explore art, music, service, PE, Spanish, and STEAM, along with numerous sports and other student-centered experiences. In middle school, CIS provides learning opportunities that extend beyond the classroom walls, via such programs as core-extension and variety of hands-on field trips, taking advantage of our beautiful island setting.



High School Program

The High School at Cayman International School consists of grades 9 to 12. We currently have 202 students in the High School. We anticipate having about 235 students for the 2022-2023 school year. The curriculum is based on American and International standards and is designed to prepare students for graduation and entrance into universities around the world. Qualified students in grades 11 and 12 can take courses in the International Baccalaureate Diploma Programme (IBDP). CIS high school students also have a broad range of academic and co-curricular opportunities available to them to complement their academic growth, including athletics, art, service, debate, travel abroad, and many other activities. With the opening of the new High School, there will be further opportunities for creativity, innovation, and STEAM-related curricular and co-curricular programming. Like the Middle School, the High School provides learning experiences that extend beyond the classroom walls. The staff at CIS works with students and families to find the best college fit for each student. In Grades 11 and 12, students can be part of a service and adventure trip. The service trip helps students develop empathy, reflect on their own lives, and begin to make important decisions about how they want to live out their lives as positive global contributors.

Governance and School Leadership

Cayman International School is owned and governed by International School Services (ISS), a non-profit organization headquartered in Princeton, New Jersey, USA that works with more than 500 international schools and thousands of educators each year across its suite of services. Since 1955, ISS has been a nonprofit leader in international education. ISS provides comprehensive, customized, student-centered services to schools and educators that exemplify best practices, catalyze innovation, foster collaboration, and connect educators around the world. ISS is committed to creating and supporting world-class schools across the globe that educate students to be thoughtful, imaginative leaders and promote global understanding.



A Board of Directors established by ISS is responsible for decisions impacting the long-term health of the school, such as school policies, financial stewardship, facilities development and strategic directions.

The Director is responsible for the day-to-day leadership and management of the school, including building a strong educational program, recruiting and developing outstanding faculty and staff, promoting collaboration and teamwork, engaging all the school's constituents, and advancing the school toward the initiatives identified in its strategic plan.

The Early Childhood Principal is a member of the CIS Leadership Team, which is comprised of the Director, High School Principal, Middle School Principal, Elementary Principal, Early Childhood Principal, Director of Human Resources, Director of External Relations, Director of Finance, Director of Technology, Director of Facilities, Elementary Assistant Principal, Secondary Assistant Principal, and the broader Learning Leadership Team.

Other International Affiliations and Memberships

CIS is accredited by the Middle States Association (MSA) of Schools and Colleges and is authorized to offer the International Baccalaureate (IB) Diploma Programme. In 2016, CIS was accepted as a member of the Caribbean Area International Schools Sports Association (CAISSA), and students began traveling overseas to compete in three major annual sports tournaments with other large international schools in the region. In 2016, CIS was selected as the first Round Square school in the Caribbean, and a new student exchange program was launched. That same year, CIS joined the Common Ground Collaborative (CGC) and began a partnership with key consultants and like-minded schools to focus all the school's programs and activities on the shared community and learning principles described above. In 2017, CIS became a full member of the Association of American Schools of South America (AASSA), enabling access to new professional learning opportunities and global connections. Through its affiliation with ISS, CIS also benefits from innovative professional development and curricular workshops, a worldwide community of colleagues, and various global services, including recruitment, school supply, and financial and accounting assistance.





CAMANA BAY

In 2006, through a partnership with Dart Realty and the William and Clare Dart Foundation and ISS - CIS moved into a brand-new facility a large centrally located in the Camana Bay Development. Even after a three-phase facility expansion project was completed in 2014-2016, CIS continued to require more space for families who desired to be a part of the school community. Thus, in September 2019 and January 2021 CIS opened two new buildings. We now have over 195,000 square feet of indoor space (about 18,100 square metres). Our was designed by award-winning architects and consists of shared spaces and specific spaces for Early Childhood, Elementary, Middle School and High School students – thus age-appropriate playground, eating, athletic and performing areas are available throughout the day.

The facility consists of three libraries, four STEAM labs, six science labs, four music and performance rooms, three art studios, three student support rooms, over 65 classrooms, an outdoor mini amphitheater, an expansive courtyard, multiple playgrounds, and an administration building. In addition, the school has a full-sized, artificial turf soccer pitch; swimming pool; two tennis courts; and two basketball courts. There is a multi-purpose facility, the Arts & Recreation Center (ARC), which includes a cafeteria, a gymnasium, and an auditorium.

The new high school building transformed and improved upper-grade students' experiences in many ways. It is designed to be flexible and accommodates contemporary approaches to teaching and learning. Ultimately, it enhances deeper learning by providing students opportunities to engage in constructivist activities in a variety of spaces, rather than to simply sit in rows and listen to lectures in boring boxes. The innovative design for the high school promotes collaboration, enables inquiry-based and project-based learning, and creates an atmosphere of excellence for students.

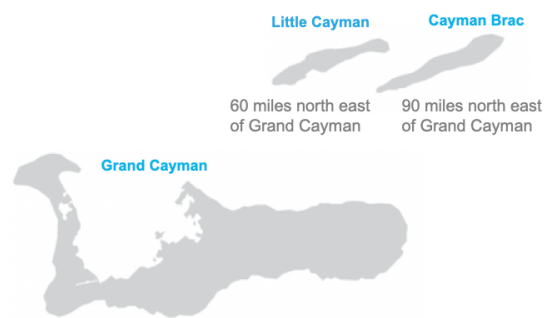


Grand Cayman, Cayman Islands



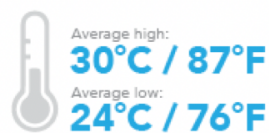
Population

Approximately 62,000 residents and 130+ nationalities
One of the lowest population densities in the world (205 out of 235)
One of the highest GDP per capita rates in the world



Climate

Tropical, with minor seasonal variations



The Cayman Islands holds a distinct place in the Caribbean. It is among the most prosperous of islands, and you'll find life very amenable, with many of the modern western conveniences. There is an incredible amount of development occurring, particularly on Grand Cayman where the island's population has grown from approximately 10,000 residents in the 1980s to over 60,000 residents today representing 135 nationalities.

The Cayman Islands is proud of its consistent and coordinated response to the COVID pandemic, and the health of its citizens. As a result, all schools are currently open on Cayman Island. Cayman International School is fortunate to be experiencing a school year that enviably aligns with pre-COVID conditions.





The High School Principal is responsible for the leadership and management of all aspects of the High School program. The new principal will join a strong High School team and continue to expand the program. The High School Principal will be a contributing member of the CIS Leadership Team and the CIS Community in general. Indeed, the High School Principal is to embody the CIS Community Principles of Kindness, Partnership, Sustainability, and Good Intent, whilst connecting, inspiring, and serving.

OVERVIEW

In recent years it is noted that very few things have been written more about than leadership, yet still, we know very little about leadership. We do know however that the Principal plays a critical role in a school's success. Principals, and subsequently schools are successful when the following are in place. Thus the Principal's job description is to demonstrate the following in the name of serving the CIS Community and Mission.

- **Disposition**
 - Positive, Caring, Committed, Compassionate, Fair, Focused, Friendly, Professional
- **Instructional Leadership**
 - Foster a vision, Share leadership, Learn as a community, Use data, Monitor curriculum, and instruction
- **School Climate**
 - Demonstrates responsible citizenship is graceful around other duties as needed or assigned in cultivating a positive and vibrant climate
- **Human Relations and Administrative Duties**
 - Foster relationships yet is timely in administrative duties
- **Effective Staff Evaluation**
 - Ensures high-quality instruction
- **Organizational Management**
 - Attention to structures to support teachers, students, and community in life-long learning
- **Communication and Community Relations**
 - Honest and timely communication

OUR CULTURE

Our team recognizes that school years for children of all ages are periods of tremendous growth, curiosity, and transition in the lives of students and parents. We also recognize that High School students have different needs than other students. Through good teaching practice and modeling, we facilitate the students' intellectual, social, emotional, and physical growth through school and beyond. Indeed, students' well-being is at the centre of our teaching practice, and as such, teachers must be committed to working collegially, collaboratively, energetically, and enthusiastically to enhance the learning environment for students, staff, and community. Our school and its community value staff who demonstrate excellence, collaborate, communicate in an effective and timely fashion, have a sense of humour, are flexible, celebrate diversity, appreciate and engage in Caymanian culture, accommodate different learning styles, and sponsor after school activities.

Position Requirements & Details



REQUIRED QUALIFICATIONS

- Minimum three years leadership experience as a Principal in a High School or Secondary School setting
- Minimum five years or more of successful teaching experience in a High School or Secondary School setting
- Experience in international schools
- Master's degree or higher (may be in progress)
- Administration certification (may be in progress)
- Familiarity with the IB Diploma, and pastoral care programs
- Demonstrated success in the qualities and behaviours outlined in the overview below

DEMONSTRATED EXPERIENCE

- Proven record of effective instructional and operational leadership in a student-centered environment
- Passion working with students, and a resolute commitment to student-centered and community-centered approach
- Proven ability to use data to inform programmatic decisions
- Demonstrated experience in programmatic development and implementation
- Experience in strategic thinking and implementation
- Demonstrated experience in project management
- Strong interpersonal and organizational skills
- Leadership style that values collaboration, cooperation, and a clear vision
- Effective, clear, and sensitive communication skills (written and verbal) with students, staff, parents, and broader community
- Experience in faculty recruitment, support, and evaluation
- Comfort and success with professional development design and delivery
- Ability to commit for a minimum of 3 years
- Comfortable with the volatility, uncertainty, complexity, and ambiguity (VUCA) of our world



CANDIDATE ATTRIBUTES

- Open-minded; approachable; dedicated; energetic, organized, efficient
- Engage and lead passionately, deliberately, motivationally, and inspirationally
- Innovator, team player, good sense of humour, creative and pragmatic problem solver
- Display a generosity of spirit and commitment to the personal growth
- Embodies CIS' community principles

COMPENSATION AND WORK YEAR

- Compensation as per contract in relation to the CIS Remuneration Scale
- Work year as per the principal's calendar and complex and rewarding role of serving as a principal
- As with most roles in education, be ready to serve above and beyond the call of duty
 - All other duties/responsibilities as reasonably assigned by the Director.

EVALUATION, REFLECTION & PROFESSIONAL GROWTH

- Performance will be evaluated within the framework of our appraisal and professional development protocol

REPORTS TO

Director



Application Procedure



Mr. David Randall, Senior Leadership Executive, International School Services, will serve as the lead consultant for the Cayman International School High School Principal search. He will be assisted by members of the ISS Administrative Search Team.

Instructions for Former Candidates

If you have a previous account with ISS-Schrole Advantage or the ISS Admin Search Team and have not yet logged into ISS EDUrecruit here is the [link](#) to get started! You will need to use the email address associated with your ISS-Schrole Advantage account or your ISS Administrative Search account to access your new ISS EDUrecruit account. You will be prompted to update your password and accept the Terms and Conditions.

Once you are logged in, please select the following link to apply to this position:

[Cayman International School High School Principal](#)

Instructions for New Candidates

If you are a new candidate to ISS, here is the [link](#) to register for an account so you can apply to this search. You are not required to pay for your profile in order to apply for this position. However, if you are interested in the \$75 candidate membership option, you can upgrade to a full membership at any time.

Once you are logged in, please select the following link to apply to this position:

[Cayman International School High School Principal](#)

Instructions for ISS EDUrecruit Candidates

If you already have an ISS EDUrecruit account, here is the [link](#) to log in.

Once you are logged in, please select the following link to apply to this position:

[Cayman International School High School Principal](#)



Our considerations:

- International Schools Services (ISS) is strongly committed to all aspects of child protection and safeguarding. Applications will be thoroughly and rigorously screened.
- International Schools Services (ISS) reserves the right to withdraw an applicant's candidacy if supervisory referees are not provided.
- International Schools Services (ISS) reserves the right to withdraw an applicant's candidacy at any time should information be forthcoming that may suggest the candidate is not suitable to progress in the process.
- Hiring is contingent upon a successful background check.

Applicants are asked to apply as early as possible, as International Schools Services (ISS) and Cayman International School reserve the right to close the selection process at any time.

Be sure to use our new contact details if you require any assistance via this handy [form](#) – and remember, we are here to help you with any questions.

* ISS is committed to “Making a World of Difference” in the international education community. We are experiencing a catalytic moment in history and ISS has committed to addressing the systemic prejudices and biases in ourselves, in schools, and in organizations around the world. One of our commitments is to remove photos in recruitment files. You can read more about our commitments [here](#).

