

## Leadership Search



Shekou  
International  
School

### Head of School Shekou International School *Shenzhen, China*

Application Deadline: July 30, 2021  
Start Date: July 2022

ISS is pleased to conduct this full search.  
Learn more how ISS works with search committees around the globe to fill leadership positions.  
[www.iss.edu/services/administrative-recruitment](http://www.iss.edu/services/administrative-recruitment)

## Position Overview

The next Head of School at Shekou International School will take leadership of an established and high functioning school in an exciting and innovative part of the world. The Head will lead a strong team of educators and administrators who will continue the growth and development of excellence across the school. The Head will work closely with the ISS Asia Pacific Vice President and Board to set a vision that takes advantage of the 30 plus years of excellence and success, the exciting opportunities of the local context, and the strength of the existing team. Coordinating the combined skills and expertise of the faculty, staff and community to provide an engaging and relevant education for the future will be a key outcome for the new Head. Strategically positioning the school for sustainability and regional leadership, especially for the ISS family of schools will be important. Recognizing the best aspects of the organization and seeking to continually innovate and improve will require the Head to be an excellent communicator who understands the current context and future of learning.

If you think this may be you, we would love to see your application.

## Duties & Responsibilities

The Head of School is the chief executive officer of the school. In collaboration with senior administrators, and with the support of ISS governance the Head of School will determine and oversee the actions required to sustain and continuously improve the school. The Head of School will plan and implement strategically and operationally to reflect the context of the school community, the requirements of government and China, and the changing face of international education.

The Head of School shall:

- Embody, manifest, and advocate the mission of the school.
- Articulate the vision for the school and its future.
- Monitor and address all matters of school climate and culture.
- Supervise all programs of the school to monitor curriculum and reporting to parents
- Supervise budgets and maintain appropriate financial records to ensure the financial sustainability and soundness of the school
- Lead effective recruitment and management of employment of personnel to provide a high-quality experience for families and students
- Represent the school in its relations with agencies, educational organizations and accrediting agencies
- Oversee and ensure effectiveness of all aspects of the school's operation.
- Oversee effective and efficient utilization of facilities.
- Facilitate the overall achievement, welfare and good conduct of students.
- Promote and maintain strong parental and community involvement.

## Academic & Professional Qualifications

The ideal candidate will have the following:

- Previous experience as an international school director or senior administrator
- Facility with long term financial and program planning
- Broad knowledge of best practices in teaching and learning
- Strong understanding of curricula and pedagogy
- Familiarity with accreditation processes
- Relevant and current professional development
- Certification in educational leadership
- Success in human resource management
- Marketing and promotion expertise
- Excellent interpersonal and communication skills

## Salary & Benefits

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

Application instructions found on the final page of this announcement.

## The School

The school's approximately 1000 students are organized into two divisions: Primary School (650 students), and Secondary School consisting of a middle and high school (350 students). It serves students in grades Pre-Kindergarten through 5th Grade in the Jingshan gated residential area and Secondary in a new campus in an innovation area called Net Valley. The language of instruction is English for all classes with the exception of Mandarin classes. SIS offers a French Bilingual Program in Preschool through Grade 5 where the language of instruction in academic subjects is delivered in French and English. The secondary offers a French Language and Literature pathway to a bilingual IBDP Diploma. A German Heritage language program is also offered in the Primary school.



## Mission & Philosophy

### Mission

Shekou International School provides a rigorous education in a caring community and inspires our students to become principled, innovative contributors in a transforming world.

### Philosophy

The philosophy of Shekou International School is based on the premise that the purpose of education is to enable young people to play a full and active role as global citizens.



## Overview

### History

Established in 1988, Shekou International School (SIS) is Shenzhen's leading school for expatriates and a recognized leader in international education. It is a coeducational privately owned, non-profit school located in the Shekou district of Shenzhen, the People's Republic of China. The school was established in January 1988 by a joint venture group of oil companies and is now managed solely by International School Services (ISS).



## Accreditation

SIS is an International Baccalaureate (IB) World School that is accredited with the Western Association of Schools and Colleges (WASC). The school is also member of the East Asian Council of Overseas Schools (EARCOS), the Association for the Advancement of International Education (AAIE), and the Association of China and Mongolia International School (ACAMIS). The school has also been named an Apple Distinguished School.

## Curriculum

The school offers a standards-based curriculum based on the Common Core learning standards and other well-regarded standards from across the world. The school delivers the IB Diploma Programme and Primary Years Programme with our Middle School embarking on the use of the Common Ground Collaborative as the bridge between these two programmes. Student-centered approaches are at the heart of how teachers work with each student. We work to ensure a continuous improvement approach and strive to develop expertise within our teams.

## Technology

The school is an Apple Distinguished School and is well resourced with technology. Teachers and students access iPads and MacBooks with a good range of software and other hardware to amplify learning.

## Arts, Athletics, & Co Curricular Program

The school offers students a comprehensive experience, including excellent athletic and arts programs throughout the whole school. The co curricular program develops and expands student interests across a wide range of areas for both primary and secondary.

## Students

Our students come from many nations and as a result SIS is the most internationally diverse of the schools in the city. Families living and working in Shenzhen include many from Hong Kong and regional countries, with many smaller national communities drawn to the city by the entrepreneurial environment. Students are generally globally minded, multilingual, committed to learning, and caring.



## Academic Calendar

The school operates a 180 student contact day calendar with an additional ten days of professional/school development through the year. The school program generally commences in the first week of August and concludes mid June. Three weeks in December/January and the Chinese national breaks are other major holidays.

## Faculty

The school employs more than 200 outstanding faculty and staff hailing from 15 different countries. Teachers and administrators are experienced, committed professionals, with 75% holding advanced degrees. Teaching faculty are highly qualified in their areas of assignment, including all specialists. We require all teachers to hold relevant licensure and commit to continuous professional growth.

## Administration

The Head of School leads a team of two principals, each with two assistant principals, Deputy Head of School, French Bilingual Program Director, Director of Business and Finance, and Activities and Athletics Director.

## Governance

The SIS board is appointed by ISS. The board is comprised of senior ISS staff and the Head of School.

## Professional Development

Professional development is robust and ongoing with a focus on differentiation and support for EAL and other diverse learners.



## Campus

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### Facilities

SIS provides modern, technologically advanced facilities for students within safe, green, beautifully landscaped settings. The secondary school site, Net Valley, is situated in an innovation park, while the primary and main offices are located within a tree-lined gated community. Students have access to a variety of activity venues including our off-site gymnasium and courts beyond the classroom, allowing for their full physical and social development as they grow. The secondary campus also houses the ISS education offices with the consequent access to professional development spaces.



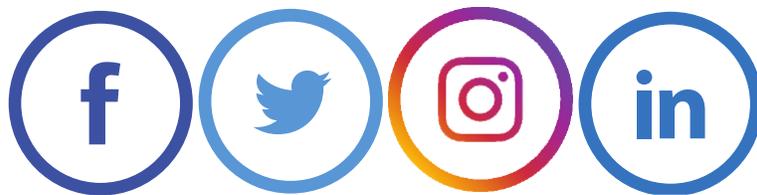
### Community

SIS is located in the Shekou District of Shenzhen, Guangdong Province, in the People's Republic of China. Shenzhen is officially home to 13 million people but perhaps 20 million is a better estimate. This dynamic and still-growing city is the China base for many multinational companies and has become the innovation and technology hub of China. Located on the bayside of Shenzhen, Shekou is a focus of new development in Shenzhen and is home to a vibrant expatriate community. We are located on the South China Sea just a short ferry ride from Hong Kong. Shenzhen is a leading city in China for environmental quality and green innovation and a part of the Greater Bay Area that is driving the economy of the region.



## Follow Shekou International School to Learn More

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## Fast Facts

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Year Established	1988
Accreditation Agency	WASC
School type	Co-educational privately owned, non-profit
Language of Instruction	English
Total Enrollment	Approximately 1000
Primary School Enrollment	650
Secondary School Enrollment	350
Average Class Size	18
Student Age Range	2-18
Student Nationalities	40
Percentage of Annual Student Turnover	10-20%
Student to Teacher Ratio	1:9
Number of Faculty	120
Faculty Nationalities	15
Percentage of Annual Faculty Turnover	15-20%
Number of Board Trustees	7
Tuition (2020 - 2021)	200000 – 250000 RMB

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## Application Instructions

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Effective Date: July 2022

Application Deadline: [July 30, 2021](#)

ISS Vice President for Administrative Searches & Governance Services, Dr. Beth Pfannl, will serve as the lead consultant for the Shekou International School 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 (please do not send a CV that has your photo\*), and a list of three professional references with contact details to [execsearch@iss.edu](mailto:execsearch@iss.edu). You will be contacted by Ashley Wotowey regarding the next steps.

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 submit their letter of interest and CV and complete all necessary application steps as early as possible, as International Schools Services (ISS) and Shekou International School reserve the right to close the selection process at any time.

\* 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: <https://www.iss.edu/what-iss-will-do-now>.