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ISS Administrative Searches is pleased to announce...

Anglo-American School of Moscow

Moscow, Russia

Seeks Elementary School Assistant Principal

Application Deadline:

Friday, September 28, 2018

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HUMAN RESOURCES

Tel: +7 495 231 3848

email: hr@aas.ru

www.aas.ru

Elementary School Assistant Principal Anglo-American School of Moscow Moscow, Russia

Start date of August 1, 2019

The Anglo-American School of Moscow (AAS) has been fortunate to have consistency and continuity in school leadership. Several leaders are leaving at the end of this school year based on tenure and family circumstances. With this comes an opportunity for AAS to hire a dynamic elementary assistant principal who will continue to build upon the strong operational and innovative work of the elementary school. To learn more about the elementary, see [ES teams](#).

The School

The Anglo-American School of Moscow (AAS) is an independent non-profit, co-educational day school for English-speaking children of American, British and Canadian diplomats, as well as diplomats from other countries, members of the business community, and Russian nationals. Founded in 1949 in the Press Room of the British Embassy, AAS today is located in a modern campus in a lovely, wooded area of Northwest Moscow. AAS is located in Moscow, a major, modern European city. Our Strategic Plan is forward-thinking focused on the learning experiences for our students that will prepare them each for what comes next in their chosen next path.

AAS Mission Statement

AAS empowers each student to:

- Respect self and others
- Love learning
- Contribute as a globally aware citizen

AAS Vision

We inspire student learning:

- Through a dynamic and caring environment
- With innovative and effective instructional strategies
- In collaborative relationships
- By using the current, relevant technologies, and the rich resources of our diverse community

Learning

The Anglo-American School is the only international school in Moscow accredited jointly by the European Council of International Schools (ECIS) and the New England Association of Schools and Colleges (NEASC). The [curriculum](#) at AAS is drawn from the best practices in the US as well as other international schools. AAS offers the International Baccalaureate Primary Years Program and the Diploma Programme with adopted standards from Common Core (English and Mathematics) and AERO (Science and Social Studies) as well as subject-specific standards from U.S. consortiums. An extensive

[Special Educational Needs](#) (SEN) and counseling program provide a range of services to support individual student needs.

AAS Community

AAS is fortunate to have a purpose-built facility on six hectares nestled between the Moscow Canal and the Pokrovskoye-Glebevo Park about 20 minutes from the city center to support student learning.

- 1,120 students Pre-K through Grade 12 from 61 countries
 - 510 elementary students grade Pre-K - Grade 5
- 323 total staff with 154 faculty members
 - 60 educators in the Elementary School (ES)
 - 31 support staff including 29 highly-qualified Instructional Assistants

Our school has highly qualified and experienced, professional educators and engaged and supportive parents who together form our close-knit AAS community. To learn more about AAS, please visit our website at <http://www.aas.ru>.

The Leadership Position

The Elementary School Assistant Principal is an integral part of the leadership team and works in collaboration with the elementary leadership team and the school-wide leadership team, including the Director. **AAS seeks a leader who embraces and models the 5 (Essential) Impacts of Learning at AAS:**

- self-directed learner
- forward-thinker
- socially-intelligent communicator
- globally-minded citizen
- academic and holistic achiever

The Elementary School Assistant Principal assists the Principal in leading and coordinating the AAS Elementary School through the development of goals, initiatives, and innovation in line with the [AAS Strategic Plan](#) (Learning at AAS) and continued development of the plan with the following **roles, responsibilities, and expectations:**

- Relates to students with mutual respect through a student learning focused approach
- Supports educators and understands the realities of the classroom
- Maintains a commitment to ongoing growth in self and others
- Invites and engages parents in the educational process
- Demonstrates a commitment to leadership in the elements of the AAS Strategic Plan facilitating successful planning, implementation, and evaluation of student learning
- Models a strong, confident, collaborative leadership style, a team builder with proven leadership ability
- Supports the Principal in carrying out a positive, age appropriate, and effective behavior policy
- Understands and endorses the underlying philosophy of the IB Primary Years Program
- Motivates employee performance and enhances morale
- Assists the Principal with maintaining a balanced budget, ensuring that the Elementary School is an effective cost center
- Assists in the screening of ES student candidates applying for admission
- Supervises and engages in the AAS staff evaluation system, under the direction of the Principal
- Directly Supervises ES Instructional Assistants, coordinates their ongoing professional development
- Demonstrates a positive attitude towards her/his role and remains a flexible and innovative team builder
- Collaborates with the Principal, Director and the Leadership Team in the recruitment and hiring of faculty, support staff and substitutes
- Assists the Principal in developing schedules to maximize program and learning objectives
- Engages as a team member of the Elementary Student Support Team

- Possesses international experiences in a variety of roles in a similarly-sized elementary school
- Possesses experience and knowledge of recent research and best practices in education, including international education, data-driven decision making, differentiation, English as an additional language, early childhood education, student support services, curriculum design, development, mapping, and implementation
- Familiarity with US curriculum and the PYP framework
- Strong educator background

Ideal Characteristics

- transformational educational leader - forward-looking, innovative, and inspiring
- educational leader
- supportive of extracurricular activities
- educator mentor
- consistency and equitability in dealing with issues or challenges
- positive outlook, friendly and open
- visible for students, staff, and parents
- keen interest in being in Russia and at AAS
- excellent communication (both written and verbal) and interpersonal skills
- a sense of humor
- politically astute
- collaborative community and team builder

Required Education, Experience, and Nationality Qualifications

- Must hold or be working towards a Master's degree in Educational Leadership, administrator certification, or equivalent
- Five or more years of elementary school teaching experience and teacher leadership at the elementary level
- American citizenship (USA passport holder) due to current Russian visa requirements, or if a couple, one partner must be a USA citizen.

Salary and Benefits

The compensation package is highly competitive and dependent upon the qualifications and experience of the successful candidate, according to our Assistant Principal salary schedule. Benefits include a technology / device allowance, worldwide comprehensive health insurance, generous professional development, tuition discount for dependent child(ren). Additionally, for overseas-hire administrators: furnished apartment, travel allowance, and tuition at AAS for dependent child(ren). Opportunities also exist for a credentialed educator partner.

Procedure for Expressing Interest and Applying

The leadership of The Anglo-American School of Moscow will conduct this search although advertisements will be through various sources. **Individuals interested in applying should submit the following [online](#) no later than Friday, the 28th of September 2018.**

- A letter of application
- A current resume
- List of referees with positions and contact information
- Copies of certificates, diplomas, transcripts
- A maximum of three open letters of recommendation

AAS welcomes those educational leaders who are interested to apply as soon as possible. The school will contact applicants when a good match is determined as applications are received and reserves the right to close the application process earlier than the above noted date based on the candidate pool

and evolving recruiting timelines. For technical assistance with your application, or for more information, please email hr@aas.ru

ISS Administrative Searches is proud to assist Anglo-American School of Moscow with their search for an
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All application materials should be sent to the school as directed, not to ISS.

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