

Leadership Search



Director International School of Belgrade *Belgrade, Serbia*

Application Deadline: September 30, 2022
Start Date: July 2023

The Position

Overview

The duties and responsibilities of the Director are similar to those found in other high-quality international schools. Special attention is devoted to annual goals comprised in the school's Strategic Plan, which is reviewed and revised on an annual basis by a task force of 30-35 members of the community including students, parents, staff, administrators, and members of the Board of Trustees.

Reports

The Director is appointed by the Board of Trustees to provide leadership for the entire school. He/she will keep the Board informed through regular meetings and will coordinate the development of short and long-range program improvements.

Duties & Responsibilities

- Track record of effective leadership and talent management, including recruitment, succession, and retention strategy deployment, as well as delivery of individual performance and development management
- Demonstrated record of successful balance sheet management, desirably inclusive of investment and/or expansion project management
- Knowledge of / experience in the International Baccalaureate program
- Leadership experience in professional development for school staff, including developing and evolving staff curricula, performance evaluation and performance management framework
- Work in partnership with the Board to build upon opportunities to expand equity in facilities, recruitment, retention, and whole school systems

Skills, Experience, & Attributes Sought

- Ability to change perspectives, demonstrate openness for different ideas and generate win-win solutions considering functional, operational, and strategic perspectives
- Strong leadership skills - with the ability to inspire, motivate, and mobilize others for action and delivery
- Collaborative, inclusive, compassionate, open minded and decisive leadership style
- Excellent communication and storytelling skills, with impactful demonstration of respect, inclusiveness and engagement across stakeholder groups and audiences - both written and verbal
- Ability to effectively communicate across channels (including social media) and range of audiences relevant for the ISB community (government institutions, embassies, business sector, etc.)
- Cultural sensitivity and genuine interest to understand, support and promote the culture of Serbia within the community and among stakeholders
- Ability to effectively lead the team of variable seniorities and backgrounds and deliver impactful stakeholders' management plan
- Focused on the whole-child development and the creation of the culture of DEI, demonstrated in leadership style, operational management, and strategic commitments

- Experience running a non-profit organization with a proven record of success setting strategic and measurable goals
- Charismatic and decisive decision-maker with people development, project management, financial and master planning experience
- Tech savvy and with strong understanding of its impact to daily operations within educational sector
- Someone who can set strategic and measurable goals based
- Demonstrated record of promoting student voice
- Strong team-builder with an impeccable sense of integrity and humility

Academic & Professional Qualifications

- Certification as a school head / superintendent - or equivalent
- Educational background (min. university level degree) with a track record of continued professional education in the fields relevant for school management and/or leadership roles in educational sector
- Previous head of school / director experience with positive references
- Prepared to make a 3–5-year commitment

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 International School of Belgrade is an independent, not for profit, coeducational day school that offers an educational program from Pre-Kindergarten through Grade 12 for 435 students representing more than 40 nationalities. The school is incorporated as a nonprofit institution in the United States. As of June 2006, the school achieved legal status in the Republic of Serbia through a bilateral agreement between the Government of the United States and the Republic of Serbia. Founded in 1948, the school will celebrate its 75th anniversary next year.

Mission, Vision, & Core Values

Mission

ISB is a collaborative learning community that inspires, equips, and empowers its students to succeed and contribute positively to society.

Core Values

Empathy - We understand the impact of our words and actions and act with compassion towards our community members.

Integrity - We conduct ourselves in ways that bring honor to ourselves, our school, and the community.

Respect - We demonstrate respect for the person and property of ourselves and others.

Responsibility - We are responsible for our behavior as well as for contributing to a healthy and safe learning environment.





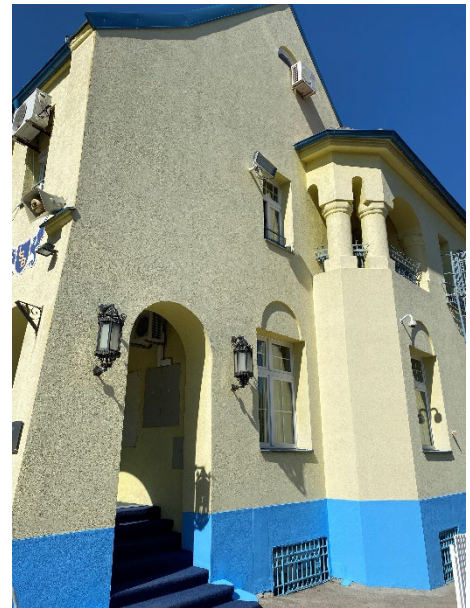
The Academic Program

History

Founded in 1948 by the wife of the British Ambassador, Lady Peake, the Foreign Colony School was housed in two rented rooms at the American Mission. One staff member, assisted by mothers, taught elementary children using British texts. The wife of the American Ambassador became the first chairperson of the School Board in 1949.

From 1950-1957, the School grew to be a K-8 school using American Forces' teaching manuals. In 1952, the name was changed to the International School of Belgrade.

Enrollment has fluctuated considerably reflecting the population of the diplomatic community, the establishment of other foreign national schools in Belgrade, and the political and economic situation in the former Yugoslavia. Thousands of children have passed through the portals of knowledge at ISB over the past decades since the school was founded. ISB celebrated its 70th year of Excellence in Education in 2018.



Accreditation

The International School of Belgrade is accredited by the New England Association of Schools and Colleges (NEASC) and is a Council of International Schools (CIS) member school.

Curriculum

ISB is an IB World School authorized to offer the PYP, MYP and DP Programs. The school is also authorized by the Ministry of Education of the Republic of Serbia. It is also an active participant in the Central Eastern European Schools Association (CEESA). An extensive after school program is offered at all levels, along with competitive sports and academic contests through CEESA.

Governance

The International School of Belgrade is governed by a Board of Trustees which consists of no less than seven members and no more than ten. Three members are appointed by the US Ambassador, one of whom is the Treasurer. Up to five members are elected from the membership of the Association of all parents. Membership in the Association is automatically conferred on the parents or guardians of children currently enrolled in the school. The Board may choose to appoint up to two additional members. All ten members of the current board continue to serve from the previous year.

Learning Support

As a school, ISB is committed to supporting students with a variety of needs; including social and emotional needs; speech, language, and communication needs; physical needs; medical needs and learning needs. The school understands that learners require different levels of support as well as different strategies and tools to help them to reach their full potential. It recognises that this support will change and adapt as the student grows and moves through the different sections of the school and will vary within the different aspects of the Learning Programme. The school identifies student strengths as well as areas of focus and provide an environment where every student is able 'to develop, pursue and achieve challenging personal learning goals' (IB Standard & Principle 0403).

The Student Support Services department includes a dedicated and well-resourced team of Learning Support Teachers, English as an Additional Language Teachers, School Counsellors as well as a Health Office. The team work closely with all stakeholders, who include students, their families, grade level teachers, subject teachers, and external therapists, to provide the necessary guidance and support to ensure learners are able to thrive, flourish and be successful in all aspects of the Learning Programme.



Technology

ISB has adopted a BYOL program at our high school and a 1 to 1 iPad program at the middle school, while our primary school offers 1 to 1 iPad program at grades 2 and 5 and 1 to 2 laptops and iPads for all other grade levels. Sets of iPads on each campus provide classes with powerful apps for hands-on and instant learning activities. Both library media centers have suites of desktop computers for a focus on research and information literacy.

Creative expression and presentation of new knowledge is further accomplished through the use of audio and video hardware and iMac suites for editing and post-production. All classrooms at ISB are equipped with ceiling-mounted digital projectors, while other

instructional technologies include Apple TV for wireless playback, and easy access to scanning and printing for all. ISB has developed its own sophisticated SIS (student information system) and comprehensive website including parent and student portals.

Professional Development

ISB believes that everyone in its community are learners and that all aspects of its learning approaches apply to their staff as much as they do to their students. Professional Learning is most powerful when staff have agency and lead their own learning. ISB's constructivist learning approach is inquiry-driven and concept-based. The personalized approach equally applies to our teachers. With this in mind, ISB believes that staff will be more motivated, learn more, and have a bigger impact on student learning if its Professional Learning opportunities adopts elements of autonomy, mastery and purpose.

Arts, Athletics, & After School Activities

Theater and drama activities at ISB provide the opportunity for students to actively engage in theater as creators, designers, directors, and performers. Students participating in MYP Performing Arts immerse themselves in a wide-range of units, including Improvisation, World Puppetry, Shakespeare, Ancient Greek theatre, Pantomime, Melodrama, Musical Theatre, Mask & Commedia, Page to Stage, Collaborative Theatre Making, Naturalism & Stanislavski, Epic Theatre & Brecht, World Theatre. The activities in the units emphasize working both individually and collaboratively as part of a more focused and passionate group with a view to sharing their work with an audience.



Personal, Social and Physical Education (PSPE) in the IB Primary Years Programme (PYP) at ISB, is concerned with the individual's well-being through the promotion and development of concepts, knowledge, attitudes, and skills that contribute to this well-being. Well-being is intrinsically linked to all aspects of a student's experience at school and beyond. It encompasses physical, emotional, cognitive, spiritual, and social health and development, and contributes to an understanding of self, to developing and maintaining relationships with others, and to participation in an active, healthy lifestyle.

The International School of Belgrade is committed to offering students the opportunity to nurture their physical and mental development through participation in the After School Activities Program by:

- Furthering the knowledge, understanding, and skills developed within the curriculum.
- Encouraging positive participation, building school culture and teaching pride within our community.
- Developing commitment, organization, and self-discipline.

Academic Calendar

The school year extends from late August through the middle of June and is comprised of two semesters.



The Community

Students



The student population of ISB represents 50 nationalities, with many students from families in diplomatic missions or working for EU or UN agencies. Around 75% of students are international, while around 25% of the overall population are host country nationals, many of whom have also grown up or lived in other countries. Approximately 19% of students are Americans, 6% from the UK, 6% from Australia, 5% from each China and Russia, 4% from Canada and no other single nationality is represented by more than 3%. Enrollment has been growing in the past couple of

years. Current enrollment is 434 students from Pre-Kindergarten through grade 12.

Faculty

The faculty consists of 80 teachers and administrators almost evenly divided between foreign hire and local hire faculty, many of whom are dual citizens with international upbringing or work experience. Fourteen different nationalities are represented. The ISB faculty is highly qualified, with 70% holding master's or advanced degrees. Retention of foreign hire faculty has increased significantly over the years.



Parents

The Parent Teacher Student Association is keen to support new families and help them to settle in, as well as being a resource for established families. Through activities such as the room parents' program, coffee mornings and seminars ISB hopes to promote communication between parents and the school and help build a supportive network.

Diversity, Equity & Student Wellbeing

The International School of Belgrade is committed to being a Diverse, Equitable, and Inclusive school that cultivates an intrinsic sense of belonging for all members and stakeholders in the school community. This will be a major focus in its new Strategic Plan in 2022 and going forward. The School challenges themselves to do this with courage, empathy, and respect, and believes that doing so will lead to a better future for all learners and stakeholders within the ISB community. At ISB, community is their biggest strength, and the school feels it is critical to affirm and value all aspects of identity, as well as recognize the various individual and collective experiences present within its community.

Grade Level Overviews

Primary School

The PYP curriculum framework is designed for students between the ages of 3 and 12 years. It is an inquiry-based transdisciplinary programme that focuses on the whole child including the social, physical, emotional, and cultural welfare as well as their academic needs.

PYP aims to develop internationally minded students who, with encouragement, care, and opportunities, can create a better and more peaceful world. The PYP (as well as the MYP and DP), describe an internationally minded person through the attributes expressed in the IB Learner Profile. These attributes describe what ISB wants their students to become. The school wants its students to be inquirers, thinkers, communicators, risk-takers, knowledgeable, principled, caring, open-minded, balanced, and reflective.

ISB believes that learners construct meaning through planned, purposeful, concept-driven inquiries where skills, knowledge and understanding are embedded in authentic and meaningful contexts.



Secondary School



The MYP is an ambitious, demanding program for students in grades 6 – 10, or ages 11 to 16. It combines academic rigor and attitudes to learning that are appropriate for the challenges of contemporary society and the world as a “Global Village.” This period, encompassing early puberty and mid-adolescence, is a particularly critical phase of personal and intellectual development and requires a program that helps students participate actively and responsibly in a changing and increasingly interrelated world. Learning how to learn and how to evaluate information critically is as important as learning content. All students in the Middle School (grades 6-8) and the first two years of High School (grades 9 and 10) are in the MYP.



The Campus

Facilities & Premises

The school is located on two campuses within short walking distance of each other in a residential section of Belgrade. The Primary School houses students from Pre-Kindergarten to Grade 5, while the Secondary School is home to students in Grades 6-12. School facilities include a purpose-built facility on the Upper School campus that houses science labs, classrooms, and a gymnasium, as well as a Performing Arts Centre and is used on occasion by Primary School students for performances and after-school-activities.



Additional buildings on both campuses contain a multi-purpose room, collaboration center for meetings, more science labs, art/technology rooms, library/media centers, music rooms and a black box theater. Classrooms are well equipped, and the school is generously resourced. Beautiful, shady trees and gardens provide an attractive setting for the school's renovated villas and modern buildings.

Living in Serbia



Situated at the confluence of the Danube and Sava rivers, Belgrade is an ancient settlement, whose oldest archaeological findings go back to the fifth millennium BC. With over two million inhabitants, Belgrade is the political and administrative capital of Serbia. In a city this size with such a varied history there are many things to see and do. Belgrade is known for its lively spirit and artistic ferment. Foreign investment is increasing, with Serbia on the path to EU integration.

Fast Facts

Year Established	1948
Accreditation Agency	NEASC IBO Ministry of Education, Serbia
School type	Non-profit
Language of Instruction	English
Student Age Range	3-18
Total Enrollment	435
Lower School Enrollment	173
Middle School Enrollment	121
Upper School Enrollment	141
Student Nationalities	50
Percentage Home Country Nationals	23%
Percentage Annual Student Turnover	25%
Average Class Size	15
Student to Teacher Ratio	8:1
Number of Faculty	77
Faculty Nationalities	14
Percentage Annual Faculty Turnover	13%
Number of Board Trustees	8
Tuition (2021 - 2022)	USD 8,985- 25,325
Annual Operating Budget	USD

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Application Instructions

Dr. Beth Pfannl, ISS Vice President, Global Recruitment, will serve as the lead consultant for the International School of Belgrade | Director search. She will be assisted by members of the ISS Leadership Search Team.

Interested candidates should apply through the ISS EDUrecruit portal, where you will be prompted to submit the following confidential materials: [\(September 30, 2022\)](#)

- Cover letter expressing interest and qualifications for this position
- Current CV / Resume (please do not include your photo)
- Three confidential, supervisory references requests to your EDUrecruit profile from the last seven years, including one from your current post

Candidates New to ISS EDUrecruit, register for an account to apply for this position using this [link](#). *
To apply in EDUrecruit, click here: [International School of Belgrade | Director](#)

Candidates Already Registered with ISS EDUrecruit, log into your account [here](#). *
To apply in EDUrecruit, click here: [International School of Belgrade | Director](#)

*There is no fee to apply for this position. If you are interested in full candidate membership so all schools can access your profile, you can upgrade at any time for USD\$75. *

Applicants are encouraged to apply as early as possible, as International Schools Services (ISS) and the International School of Belgrade (ISB) reserve the right to close the selection process at any time. If you require any assistance with the portal or have any questions, please contact execsearch@iss.edu.

ISS has had a longstanding commitment to diversity, equity, inclusion, and justice. Our screening process 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, and we also reserve 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.

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. You can read more about our commitments [here](#).