

Leadership Posting

Director
International School Carinthia
Velden, Austria

Application Deadline: November 27, 2022

Start Date: August 2023

Developing bright futures one child at a time

SCHOOL PROFILE 2022 - 2023

OVERVIEW

- 2013** ISC is founded in Villach, with 55 students in PYP 1-4.
- 2014** ISC moves to Velden am Wörthersee with 90 students in PYP 1-5.
- 2015** ISC joins the Association of Central European IB Schools (ACES).
- 2016** ISC is officially authorized to offer the IB Primary Years Programme and becomes an IB World School.
- 2017** ISC is recognized as a MINT (STEM) School of Excellence by the Austrian Federation of Industries.
- 2018** ISC becomes an IB MYP Candidate and an IB DP Candidate School.
- 2019** ISC is officially authorized as an IB MYP school.
- 2020** ISC is officially authorized as an IB DP school — becoming 1 of only 4 IB Continuum Schools in Austria.
- 2021** ISC achieves successful PYP 5-Year Evaluation and is recertified as a MINT (STEM) School of Excellence by the Austrian Federation of Industries.
- 2022** ISC celebrates its first IB Diploma Graduates.

MISSION

ISC aspires to offer a dynamic educational experience for young people in grades 1-12 focused on:

- 21st century approaches to learning,
- Rigorous academic offerings and outcomes,
- Local, regional and global perspectives,
- International mindedness and intercultural understanding and
- Character formation informed by Christian Values.

Each student will be empowered with a lifelong love of learning and a fervent desire to contribute positively to our world.

ACCREDITATION



 Federal Ministry
Republic of Austria
Education, Science
and Research



MINT
GÜTESIEGEL
2018 bis 2021
2021 bis 2024

24
CLASS OF 2023

390
STUDENTS

CLASS SIZE: 22
STUDENT - TEACHER RATIO 8:1

60%
LOCAL

40%
INTERNATIONAL

41
NATIONALITIES

60% AUSTRIA
25% EUROPE
5% ASIA
4.5% NORTH AMERICA
5.5% REST OF THE WORLD

34
LANGUAGES
SPOKEN

CURRICULUM HIGHLIGHTS

- ISC is a non-profit school with a public-private governance structure.
- ISC is an IB Continuum School offering the PYP, MYP & IB Diploma Programmes.
- ISC shares its campus with other educational and civic institutions in the community of Velden.
- The ISC campus offers 21 classrooms, 2 arts & design rooms, 2 gymnasiums, 1 state-of-the-art laboratory, 1 library and 1 music lesson rooms.
- ISC offers a Vocational Development Program and High School Diploma.
- ISC offers extracurricular activities and service clubs such as:
 - Visual Arts
 - Chess Club
 - Theatre Club
 - World Languages
 - Service Clubs
 - Handcrafts
 - Music Lessons
 - Dance
 - STEM Clubs
 - International Award
 - World Scholars Cup
 - Athletics
 - Martial Arts



COURSE OFFERINGS



LANGUAGES

GERMAN L&L, ACQUISITION
ENGLISH L&L, ACQUISITION
ITALIAN ACQUISITION



INDIVIDUALS & SOCIETIES

BUSINESS MANAGEMENT
GEOGRAPHY
WORLD RELIGIONS



SCIENCE

BIOLOGY
CHEMISTRY
PHYSICS
DESIGN TECHNOLOGY



MATHEMATICS

MATHEMATICS APPLICATIONS
AND INTERPRETATIONS



VISUAL AND PERFORMING ARTS

VISUAL ARTS
DRAMA
MUSIC



CORE & PHE

CREATIVITY, ACTIVITY AND SERVICE
EXTENDED ESSAY
THEORY OF KNOWLEDGE
LIFELONG LEARNING SEMINAR

CONNECT WITH US

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director

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The person.

The successful candidate will meet the following requirements

- An experienced, reflective educator with a passion for learning
- Enjoying work with children and adults
- A leader and team player, able to work with a diverse community
- A successful Director/Head/Principal of an international school
- Understanding leadership as service to the community with the ability to build a positive school culture
- Demonstrate a collaborative, collegiate, and inclusive approach to management
- Familiar with IB curricula in all 3 programs (PYP, MYP and DP) and inclusive school challenges
- Positive attitude towards IT in education and 21st century approaches to teaching and learning
- Perseverance in solving complex problems and a sense of humor
- An internationalist and global thinker, with a university education degree in the field of education/leadership/school management
- A good networker and communicator
- Ability to communicate in English fluently
- Ability to communicate in German as a working language

Knowledge of the Austrian School System, in Human Resource Management and in Business Law is an additional asset.

The position.

ISC is a denominational IB Continuum School. It operates as a non-profit private limited company (gemeinnützige GmbH), which is partially funded by the State of Carinthia and the Government of Austria under the auspices of the Catholic Church.

The Director is one of the two Managing Directors of the not-for-profit company which operates the school with the following responsibilities:

- The Director shall be the representative of the company in its relations with the faculty, other staff, students and parents.
- The Director shall select and hire qualified individuals to serve as members of the faculty and administration while ensuring a comprehensive program is in place for staff development, performance and evaluation.
- The Director, together with the Director of Management, represents the school in its relations with government agencies, national educational organizations, accreditation agencies and other stakeholders.
- The Director shall conduct regular meetings of the faculty and staff and ensure the general policies are understood and followed.
- The Director shall have direct supervision of the faculty and staff and coordinates the activities of the entire organization.

The Director is supported by the Director of Management, the Head of Secondary (MYP/DP), the Head of Primary (PYP), and the Admissions & Office Manager.

The position is remunerated at a level commensurate with experience and the responsibility of the role. The initial contract is for two years. A longer tenure is envisaged.

general commitments

include:

- Providing a safe, secure, and inclusive environment for all staff, students, and teachers.
- Ensuring high international academic standards at ISC and promoting excellence and improvements in teaching, learning, and administration.
- Leading the development and execution of a strategic plan in alignment with overall mission, and strategic goals of ISC in collaboration with the ISC leadership team.
- Leading and managing the growth process at ISC together with the team. An interest in developing facilities is important.
- Monitoring and addressing all matters of school climate and culture.
- Utilizing learning evidence along with multiple points of data to monitor patterns of learning throughout the school while identifying areas of strength with the divisional leadership teams.
- Determining programs for the recruitment, selection and retention of students including marketing and outreach, advertisement information, applicant testing and interviews, and acceptance decisions.
- Collaborating with the Director of Management in the following areas of
 - a) preparation of preliminary and final budgets,
 - b) monitoring income, expenditures, collections and cash flow,
 - c) maintaining financial records, and
 - d) overseeing the employee benefits program.
- Supervising / assisting with all other aspects of the school's operation, including (but not limited to) facilities maintenance and operation, food service, transportation, summer program, advancement and development, and alumni.
- Enhancing collaborative working relationships and open channels of communication with all stakeholders, including the Government of Carinthia, the ISC Parent Association and the school's Works Council.

Application procedure.

The director search process is led by a Search Committee. The Committee consists of representatives of the ISC Community (Board members, Administration, Parents). The Committee will identify the finalists. The decision about the successful candidate will be made by the General Assembly of ISC.

Interested and qualified candidates are invited to submit:

- A cover letter outlining why they are interested in ISC (one page)
- A current C.V.
- A statement of educational philosophy (one page)
- A list of four professional references with name, phone number, and email address of each (references will not be contacted without the candidate's permission). A minimum of two of the references must be direct supervisors.

All applications will receive a response.

All application will be handled in line with GDPR.

Professional dossiers may also be submitted by the candidate, but the School's Search Committee reserves the right to apply directly to the writers of open testimonials for confidential statements. All enquiries and applications should be directed to the address given below:

r.gabriel@isc.ac.at

Deadline for receipt of full applications: Nov 27th, 2022.

ISC encourages applications from candidates with diverse cultural and geographical backgrounds. The shortlist will be established by mid-December 2022 with finalist interviews on January 12th/13th 2023 in Velden/Austria. The decision making process will be finalized on January 18th, 2023 and the successful candidate will be informed.

Candidates wishing to learn more about ISC-International School Carinthia should visit the website at www.isc.ac.at

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Instructions

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