

**ISS Administrative Searches is pleased
to announce...**

International School of Dongguan

Dongguan, People's Republic of China

Seeks Secondary School Principal

**Application Deadline:
Monday, January 7, 2019**



Secondary School Principal

International School of Dongguan in the People's Republic of China seeks a new Secondary Principal.

After six successful years, Dr. James Anderson will return to the United States. ISD seeks an experienced and enthusiastic leader to continue to build and enhance the secondary school program.

Please see the Job Description below for details of the position and visit the school website at <https://www.i-s-d.org> to learn more about our exciting learning community.

Please submit to HR@i-s-d.org:

- Letter of application outlining how your experiences and philosophy will allow you to meet the responsibilities of the position in our school
- Current resume
- List of three professional references and their contact details

Our Process

We will receive applications until January 7, 2019.

Applications will be processed as they are received, and referees contacted immediately for candidates who progress to the next stage.

Interviews will be held for shortlisted candidates in the end of January through the beginning of February.

A school visit is planned for the recommended applicant(s) in the second half of February to complete the process.

We reserve the right to close the search process early if the right candidate is found.

Why Apply for This Vacancy?



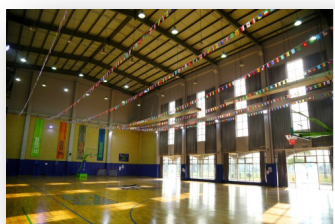
Established in 2012, The International School of Dongguan (ISD) is a coeducational day school located in Dongguan, the People's Republic of China (PRC). Dongguan is situated in southern Guangdong Province in between Shenzhen and Guangzhou.

The International School of Dongguan is a community that values student learning in an inclusive, creative, and caring environment. Our enthusiasm for learning, our commitment to excellence, respect for diversity, and how deeply we care for each member of our community is evident in everything that we do at ISD.

ISD's mission is our school's compass; it guides us towards success and to a bright future. ISD is considered a young school, but our teaching faculty and staff have many years of experience. ISD offers many exciting programs to engage learners of every age and every interest – from academics to activities to athletics. Our school, like many other international schools around the world, is finding ways to encourage entrepreneurialship by using new technologies, utilizing world class programs such as the International Baccalaureate (IB) Diploma Programme, looking at new ways of assessing, documenting, and reporting on learning.



ISD is a 12,000 square meter educational facility atop 30,000 square meters or almost 8.5 acres. The campus houses 50 classrooms within four floors. The 5th floor has an additional 6 classrooms and a conference room. ISD also boasts an 800 square meter indoor basketball court fully equipped with shower and changing rooms. The cafeteria can currently



seat 120 students but has the capacity to expand to seat 300 students. The campus has facilities for the arts, sciences, sports and technology. The art facilities house a modern Black Box Theatre, music rooms, art gallery, pottery kiln, screen and printing press, photography studio library and multimedia center. Our science labs are modern and our sports facilities are varied and state-of-the art, including the recent

completion of an artificial turf sports field that accommodates two football pitches and a baseball diamond. During the 2016-2017 school year, ISD became a full-fledged Baseball Sports Academy. ISD also has two outdoor basketball courts, two tennis courts, a full-size gymnasium and playgrounds. Our new Maker Space technology department classroom comes equipped with robotics and state of the art digital equipment such as a Laser Cutter and 3D printer.



Our teachers are professional and passionate about their teaching! They are always seeking innovative ways to improve their practice. We provide opportunities so that our students can be leaders in our community and ultimately in our interconnected world. A highly engaged and truly caring teaching staff make ISD a family focused on assisting each student develop to their full potential! We encourage our parents to learn about our approaches to teaching and learning, to be fully involved in the learning life of their child(ren).

As an English medium school with an international community from many different nationalities, we value diversity. This close collaboration between student, parent, and teacher leads to greater achievement. It allows our students to take ownership of their learning. It is ISD's diversity that allows us to learn and develop empathy and compassion in order to become ethical, life-long learners ready for a global society.



International School of Dongguan is an International School Services (ISS) managed school. This partnership allows for ISD to utilize the full support services of ISS. We partner closely with ISS when seeking our highly qualified teachers as well as the professional development opportunities for which ISS is world re-known.

Please contact our director, Dr. Kelly Kramer at kellykramer@i-s-d.org if you have any questions about this exciting opportunity.

Job Description: Secondary School Principal

GENERAL RESPONSIBILITIES AND DUTIES: The Secondary School Principal serves as the instructional leader of grades 6-12 and is responsible for the total operation of the Secondary School, including the administration and supervision of all phases of the instructional program and management of the facility. The Secondary School Principal shall provide leadership to the Secondary School staff and faculty, administrative and supervisory skills for the educational development of students and promote parent and community involvement.

SCOPE OF RESPONSIBILITY: The Principal directly supervises all staff assigned to grades 6-12.

REPORTING ACCOUNTABILITY: The Principal is directly responsible to the Head of School.

COMPENSATION: Highly competitive salary and benefits package.

QUALIFICATIONS AND EXPERIENCE:

- A Master's Degree preferred with specialization in education, administration, or related fields.
- At least five years of relevant school teaching experience.
- Ability to establish and maintain effective working relationships with school stakeholders.
- Experience in implementing the principles and current trends in education, curriculum, IB DP program, staff development, essential elements of instruction, and supervision.
- Personal qualities associated with good human relations and interpersonal relations.
- Qualities in shared decision-making skills in order to be effective member of the leadership team.
- Ability to lead staff toward instructional improvement and conduct staff development sessions.
- Ability to prioritize, pay attention to detail, meet deadlines and work effectively under pressure.
- Demonstrate a high level of commitment to education and professionalism.
- Fluency in both written and spoken English.
- Previous experience as a principal preferred.



Making a world of difference

ISS Administrative Searches is proud to assist International School of Dongguan with their search for a Secondary School Principal.

Application Instructions:

Please see the Job Description for details of the position and visit the school website at <https://www.i-s-d.org> to learn more about ISD's exciting learning community.

Please submit to HR@i-s-d.org:

- Letter of application outlining how your experiences and philosophy will allow you to meet the responsibilities of the position in the school
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ISD reserves the right to close the search process early if the right candidate is found.

Deadline date to receive applications: Monday, January 7, 2019

All application materials should be sent to the school as directed, not to ISS.
Visit the [ISS Administrative Searches webpage](#) to view additional opportunities.