

## Leadership Posting

### Head of Student Support International School of Dakar *Dakar, Senegal*

Application Deadline: October 31, 2022

Start Date: August 2023



INTERNATIONAL SCHOOL OF DAKAR



# HEAD OF STUDENT SUPPORT

FOR AUGUST 2023

**APPLICATION DEADLINE**

October 31st, 2022





# THE SCHOOL

**WE ARE LOOKING FOR A HEAD OF STUDENT SUPPORT WHO WILL WORK WITH THE DIRECTOR, SANDY MACKENZIE.**

**YOU WILL ALSO WORK WITH A TALENTED LEADERSHIP TEAM AND FACULTY, TO DEVELOP AND IMPLEMENT A NEW STRATEGIC PATH TO TAKE ISD TO THE NEXT LEVEL.**

The International School of Dakar (ISD) is an independent, English-medium international school (approximately 740 students) which offers a rigorous, international Pre-K3 to Grade 12 curriculum.

Our students represent over 57 nationalities. Indeed, the diversity and educational experience inspire students to become lifelong learners and responsible global citizens in a rapidly-changing world.

ISD is committed to recruiting educators so that our body of staff represents the diversity of our students; we encourage applications from teachers from a wide variety of backgrounds.

ISD, founded in 1983, is an International Baccalaureate (IB) World School, offering the Diploma, Middle Years, and Primary Years programs. IB World Schools share a common philosophy – a commitment to high-quality, challenging, international education that ISD believes is important for our students.

ISD is fully accredited by the Council of International Schools (CIS) and Middle States Association of Colleges and Schools (MSA).

The International School of Dakar is situated on six acres overlooking the Atlantic Ocean in the Mermoz neighborhood of Dakar. The school campus is very attractive with stunning ocean views; facilities include a new Performing Arts Center with a 331-seat theater, as well as an Athletic Complex, which houses a double gym, fitness room and dance studio.

The campus serves as a school-community center, with a wide variety of activities offered both after school and on weekends.

# A LITTLE BIT ABOUT US

## OUR VISION

Challenge | Create | Change

## WHO WE ARE

ISD is a diverse community of learners that fosters creativity, open-mindedness, responsibility and excellence.

As an IB World School, ISD promotes student achievement and global citizenship.

## WHAT WE BELIEVE

- A well-rounded and rigorous program of academics, arts and athletics builds a foundation for life-long learning and fulfillment.
- A collaborative culture enhances individual development and effective communication.
- Inspired teaching leads to personal accomplishment and growth.
- A successful learner has the courage to tackle complex problems and be of service to others.
- Creative opportunities encourage students to become responsible leaders and discover their talents and passions.

## STRATEGIC POSITIONING

International School of Dakar students should:

- Be well-rounded in all aspects of education:
  - Academic,
  - Artistic,
  - Sports,
  - Service.
- Discover their talents and passions.
- Be responsible leaders in a complex and ever-changing world.







# THE CURRICULUM

The program at ISD is articulated, aligned, and a reflection of the mission and values of the School.

As a full International Baccalaureate Continuum school, ISD has done an excellent job in meeting the requirements of the IB.

The adoption of the rigorous standards of the IB Program represents a clear commitment to an international mindset, critical thinking, and academic excellence..

ISD has become an exemplar in embracing the social justice imperatives of high-functioning schools in today's world. DEIJ (Diversity, Equity, Inclusion & Justice) is a strategic position for the school. The School's next Head of Student Support must support this transformational visionary and curricular goal across the school.

We enjoy a truly diverse student body with students from over 57 different nationalities. They come to us from a wide range of countries, backgrounds, and abilities.

ISD offers a sheltered immersion program for English Language Learners. Students who are struggling with grade academic expectations may be recommended to join ISD's Learning Support program.



# THE POSITION

REPORTS TO / SUPERVISED BY: Director

The Head of Student Support is responsible for leading student support across the school from Pre-K through to Grade 12. In particular, the Head of Student Support leads (a) Learning Support, (b) Counseling and (c) Child Protection. The Head of Student Support is a key leader in the school. The Head of Student Support is responsible for defining levels of support in the school, advising on admissions and ensuring that ISD cares for our community of students to the maximum extent possible.

## QUALIFICATIONS

### KEY QUALIFICATIONS:

- Experience of leading programmes in Learning Support and/or Counseling
- Demonstrated initiative and creativity
- Passion for the education and development of young people
- Understanding of child protection





# SUMMARY OF DUTIES

- Ensure support services for students are diverse, inclusive, proactive, coordinated, leading to students feeling safe, supported, and able to complete their educational journey
- Manage elementary and secondary student support programs for the purpose of delivering services that conform to UDL as well as diverse and inclusive practices aligned with the IBO and accreditation standards
- Lead, motivate and develop a team that can provide an outstanding level of service to students, parents, education teams, and other stakeholders
- Advise the admissions committee on all new applicants; where there is found to be additional learning support needs for applicants, make recommendations and plan with parents, students, and team about how ISD can serve incoming students.
- Provide resources, strategies, information, and training on the most effective (and up to date best practices) teaching approaches for supporting students
- Coordinate professional development for teachers with regard to supporting students
- Manage effectively and efficiently all resources including space, materials, and staffing - giving budget parameters.
- Compile data from a variety of sources for the purpose of evaluating support programs
- Research a variety of information (e.g. current processes, best practices, methods, guidelines, etc.) for the purpose of improving current programs and systems
- Serve as a member of the schoolwide educational leadership team
- Serve as the school's Child Protection Officer
- Lead counseling programs, and social/emotional learning across the school, ensuring that counseling resources are well utilized
- Provide training across the community with regard to child protection



# ABOUT YOU

## EXPERIENCE, SKILLS, AND COMPETENCIES

- Genuine interest & care for the the development of children and young people
- Prior educational leadership experience.
- Successful experience in a multicultural school community.
- Experience with the IB Program preferred.
- Proven experience in mentoring teachers to improve their professional practice.
- Skill in building effective partnerships with parents.
- Ability to continue to improve student culture.
- Highly effective management skills and experience, demonstrated team-building skills,
- Ability to inspire confidence and earn the trust of faculty, staff and across the school community.
- Commitment to equitable practices & fairness.
- Proven experience in ensuring excellence for all students.
- Commitment to multilingualism.
- High emotional intelligence, integrity & open-mindedness.
- Intercultural competency & the ability to navigate cross cultural interactions.
- Demonstrated interest & commitment to internationalism and international education.
- Excellent interpersonal communications with students, staff, faculty, parents and Board of Trustees.

## COMPENSATION AND BENEFITS

- The initial appointment will be for three years (renewable).
- The position will include some teaching responsibility - equivalent to 20% of the role as appropriate to the successful candidate's experience.
- The remuneration package will include salary and benefits commensurate with a senior leadership role.

Other benefits for the position include retirement contribution, professional development allowance, longevity bonus, comfortably furnished housing, allowance for utilities and international medical insurance and flights home annually for employee and family.

# HOW TO APPLY

## Application Deadline: October 31st, 2022

The deadline for applications is October 31st 2022. Candidates are requested to submit a letter of interest and the requested materials listed below as early as possible, as the Search Committee reserves the right to close the selection process at any time if the right candidate is found.

Initial interviews will start in the beginning of November.

Final interviews with panels across the community of staff, students & parents will take place during two days at the end of November, via Zoom.

The appointment of the new Head of Student Support will be made following reference & background checks. Candidates should be available to start in August 2023.

Candidates should send the information listed below to [recruiting@faculty.isd.sn](mailto:recruiting@faculty.isd.sn) as a single pdf file attached to an email.

- A letter of application, explaining your strengths as a candidate and why you are interested in the Head of Student Support position at ISD.
- A current résumé.
- List of references and/or agencies where confidential references are stored.

✉ Contact Sandy Mackenzie, ISD Director, with questions at [director\\_isd@faculty.isd.sn](mailto:director_isd@faculty.isd.sn).





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