Leadership Search

Head of School
YingHua International School  
*Kingston, New Jersey, USA*

Application Deadline: June 30, 2023  
Start Date: August 2023

ISS is pleased to conduct this full search.  
Learn more how ISS works with search committees around the globe to fill leadership positions.  
[www.iss.edu/services/administrative-recruitment](http://www.iss.edu/services/administrative-recruitment)
Introduction

Welcome to YingHua International School where passionate, global citizens are raised within an environment of Excellence, Diversity, Integrity and Compassion.

Located just outside of Princeton, NJ, YingHua International School embodies that spirit of innovation, energy, and imagination in the educational sphere, distinguishing itself as the only school in the Princeton area to offer International Baccalaureate (IB) PYP-certified academics with a whole school Mandarin immersion approach, and only the third school in the US to offer this combination of Mandarin immersion and IB inquiry-based learning.

The Position

Overview

YingHua International School (YHIS), a private International Baccalaureate (IB) and Middle States Association (MSA) accredited dual-language Mandarin immersion school located across two campuses in Kingston, NJ, and Princeton, NJ, is seeking an experienced and entrepreneurial Head of School to help advance its academic mission and pilot the school through its next phase of growth.

As the senior-most member of the YHIS administrative team, the Head of School leads the school community to ensure effective and efficient delivery of the school’s mission in accordance with its core values and principles. In this role, the Head of School works closely with the Board of Directors to develop and execute a comprehensive and sustainable growth strategy. In addition, the Head of School will be responsible for developing and managing an effective leadership team tasked with overseeing YHIS educational programs, development, and operations. A prominent public facing role, the Head of School will also serve as the primary external “face” of YingHua to parents, donors, and the extended community.

Key Responsibilities

Strategy / Vision

- Partners with the Board of Directors to set short and long-term strategic objectives
- Actively embodies, manifests, and advocates for the mission of the school
- Articulates and communicates the vision for the school and its future to internal and external stakeholders
- Monitors and addresses all matters of the school’s climate and culture
- Oversees and manages the sometimes-competing demands of various internal and external stakeholders across the school community
Leadership and Culture

- Embodies and proactively champions YingHua’s core values of Excellence, Diversity, Integrity, and Compassion, and its foci on IB-based inquiry and Mandarin immersion.
- Directly supervises the faculty and staff and coordinates the activities of the entire organization.
- Holds regular meetings of the faculty and staff and sees that the general policies of YHIS and its bylaws are understood and followed.
- Handles all matters regarding employment, retention, and dismissal of personnel; salaries and contracts; job assignments and performance evaluations; and orientation and training.
- Oversees all aspects of the school (academics, admissions, advancement, and operations) and establishes school policies and programs to ensure functional objectives are met.
- Prepares and executes regular formal people and program evaluations.
- Fosters a culture of collaboration and accountability across the organization.

Communications

- Represents the school to its constituents including the parents, students, alumni, faculty, and staff and members of the broader community.
- Supports admissions and development efforts to cultivate external support for the school.
- Represents the school in its relations with state and federal agencies and with local, state, regional, and national educational organizations, and accrediting agencies.
- Acts as a liaison with external organizations to ensure fulfillment of the school’s contractual obligations and coordinates procedures where the interests of both organizations are involved.
- Supervises and assists with all other aspects of the school’s operations, including, (but not limited to), crisis management, facilities maintenance and operation, ancillary programs such as summer camp, development and fund raising, and alumni affairs.

Skills, Experience, & Attributes Sought

Prior senior academic leadership experience, in an IB, private, or dual language immersion environment is required. YHIS seeks current or former senior educational leaders who demonstrate:

- A proven track record leading a diverse community of faculty, parents, and students.
- Operational management experience to oversee finances, people management, planning, marketing, and facilities.
- Strong communication and interpersonal skills at both the individual and group level.
- Strategic thinking, analytical capability, and problem-solving skills.
- Strong project and time management skills.
- Demonstrated track record of effective talent management and staff development.
- Demonstrated track record leadership in a growing private not-for-profit institution.
- Direct administration experience in a dual-language immersion and/or IB or equivalent trans-disciplinary education preferred.
Academic & Professional Qualifications
- Deep academic leadership credentials preferably in an IB, immersion learning environment
- Master’s degree or equivalent from an accredited college or university in education, educational management, business administration or related field; doctoral degree preferred
- Dual language proficiency, particularly in Mandarin or other language, is highly desirable but not required for the position
- Non-profit management experience a plus

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.
Mission & Values

Mission
At YingHua International School (YHIS), the mission is to enable Academic Excellence and prepare students for Compassionate, Effective, and Ethical Global Citizenship by facilitating English and Mandarin language acquisition and instilling a passion for lifelong learning.

Values
The YHIS Community lives and models the core School values of Excellence, Diversity, Integrity and Compassion in all they do each day, values that are essential in today’s changing world.

Excellence
Excellence at YHIS means striving for, and being the best that we can be each and everyday. It means high standards of teaching, learning, in all that we do. Excellence, includes personal, social, physical, professional, cultural, and spiritual development in addition to intellectual curiosity and academic excellence. It includes teamwork, community service and leadership.

Diversity
Diversity at YHIS means embracing difference and building on the best of all worlds with a global perspective. At YHIS, we embrace equity among cultures and peoples, and respect the natural world, including its animals and plant inhabitants.

Integrity
Integrity at YHIS means excellence of character. Both integrity and compassion are essential for guiding how we relate to and treat one another and are a critical cornerstone for what members of the YHIS community embody and model daily.

Compassion
Compassion at YHIS means caring for others. Both integrity and compassion are essential for guiding how we relate to and treat one another.
The School

History

The YingHua International School, initially the YingHua Day School, was founded in 2007 through the initiative of Dr. Bonnie Liao, a Chinese-American educator, innovator and thinker who embraced the idea of full-time Mandarin immersion elementary education being provided to a diverse student population in NJ. From its beginnings as a small preschool program, Yinghua expanded through primary and then middle grades, now serving students from age 18 months to 8th grade.

In 2017, Yinghua received its initial International Baccalaureate Primary Years Programs certification, only the third school in the United States to deliver the IB curriculum in a Mandarin Immersion setting. Now in its 17th year, YingHua continues to thrive as a school which recognizes a diversity of traditions reflecting its diverse student population.

Yinghua has grown! In 2023, Yinghua expanded from its current location in the historic village of Kingston, NJ, to a second campus in Princeton, co-located with another dual-language immersion program. This represents a new phase in the school’s growth in which the school’s foundational program in early childhood has space to grow and our older students have opportunities to collaborate and expand their international-mindedness.

Governance

YingHua is guided by a Board of Directors from a range of backgrounds who are energized and motivated by the YingHua ethos of a progressive, socially conscious education in a Mandarin immersive setting. The Directors identify with different characteristics of the school—some are experts in bilingual education, others are products of independent schools themselves, whilst others still, have seen in their children’s lives, the life-changing benefits of an YingHua education.

What the Directors all have in common is a willingness to devote their expertise and energy to ensuring YingHua’s continued path forward as an institution where children are inspired, ideas are welcomed, and aspirations are realized.

Curriculum

YingHua International School (YHIS) is proud to be only the third school in the U.S. to offer International-Baccalaureate (IB)-certified academics with whole-school Mandarin immersion, and the only school in the Princeton area to offer this approach. The IB framework, together with a focus on fluency in a second language, supports students in developing critical-thinking skills while orienting them to become empathetic, caring and engaged citizens of their local communities and of the world.
The YHIS small class sizes facilitate a high degree of student-teacher interaction, differentiated support and avenues to showcase their growth as students. The YHIS IB Program of Inquiry is reviewed each year by the faculty to incorporate student contributions, resulting in an enacted curriculum that is both rigorous and engaging. The Exhibition project for 5th graders and the Community project for 8th graders provide a culminating opportunity for these students to connect their learning to the world around them. YHIS builds partnerships domestically and abroad, incorporates community service as a required component of the curriculum, and provides opportunities over time for enrolled students to travel and experience other cultures, and for families to host visitors from abroad.

After School Activities

- Dance
- Robotics
- Soccer
- Visual Arts
- Cross Country
- Mindfulness
- Music (Piano)
- Chinese Tutoring Program

Students

The goal at YHIS is to prepare the next generation of learners to engage with a world in which multicultural understanding, multilingual fluency, and international mindedness are indispensable. The school nurtures, encourages, engages, and excites students about learning and, as such, students develop the values, mindset, and skills in their early years, which enable them to face an increasingly complex world with confidence and compassion.

YingHua students undertake study of regular subjects primarily in Mandarin, taught by native speakers. In this way students quickly become highly proficient in reading, writing, and speaking Mandarin. This full immersion approach is combined with a trans-disciplinary inquiry-based curriculum. The combination of these two approaches provides significant cognitive advantages starting in mid-elementary school and carrying on to later in life. YingHua currently serves students ages 18 months through 8th grade and is an accredited MSA-CESS and International Baccalaureate (IB) PYP school; as well as a member of the New Jersey Association of Independent Schools. YHIS is currently a candidate for the IB MYP.
Faculty
A supportive and dynamic community is a key component of the YHIS experience. The faculty and staff are highly educated and experienced. On average, 45% of faculty hold advanced degrees, and the median years teaching experience is 14. The IB approach requires faculty collaboration to develop student-centered experiential and conceptual learning opportunities that are grounded in academic standards, and that empower students with skills to be lifelong learners.

With their dedicated teachers who take a holistic, nurturing approach to understanding and guiding each child, the goal at Ying Hua is to prepare the next generation of learners to engage with a world in which multicultural understanding, multilingual fluency, and international mindedness are absolutely indispensable. YHIS cares for and is respectful of each other and as such, children are motivated to develop the values, mindset, and skills to face an increasingly complex world with passion, confidence and compassion.

Campus
Yinghua is located across two campuses in central New Jersey, 55 miles south of New York City, and 40 miles north of Philadelphia. Nested between New York and Philadelphia, the Princeton area is the ideal location to live, work and play. Few places offer the sophisticated variety of lifestyle opportunities that exist in this area. Here, world-renowned centers of learning co-exist with historic landmarks, refined culture, upscale shopping, and four-star restaurants.

The lower grades program is housed in a historic building in Kingston, NJ, just outside of Princeton, adjacent to the town’s playground and within walking distance of the Delaware-Raritan Canal recreation area. Facilities at this site include a Gym, Butterfly Garden, Outdoor Theater, Outdoor Classroom, dedicated early childhood Play Area, Play Ground, Art Studio, Science Lab, and Library.

The upper grades program is located on a multi-school campus, the former site of a seminary with many unique architectural features, expansive athletic fields, a full sized gym, and performance facilities. Co-location with other schools supports the sharing of library and lab science facilities, as well as allowing collaboration around sports and after-school offerings.
### Fast Facts

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<tbody>
<tr>
<td>Year Established</td>
<td>2007</td>
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<tr>
<td>Accreditation Agency</td>
<td>Middle States and International Baccalaureate</td>
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<tr>
<td>School type</td>
<td>Independent, Not for profit, Co-ed, Language Immersion, Private, Day School</td>
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<tr>
<td>Language of Instruction</td>
<td>Mandarin (primarily) and English. 100% Mandarin immersion through kindergarten. English is introduced in grade 1 and increases as a percentage of learning time until it reaches 50% in middle school.</td>
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<tr>
<td>Student Age Range</td>
<td>18 months thru 13 years old</td>
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<td>Total Enrollment</td>
<td>120</td>
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<tr>
<td>Student to Teacher Ratio</td>
<td>1:5 for Early Learning Program 1:7 for Pre-S to Pre-K 1:14 for K to 8</td>
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<tr>
<td>Number of Faculty</td>
<td>30</td>
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<tr>
<td>Number of Board Trustees</td>
<td>9</td>
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<tr>
<td>Tuition (2022 - 2023) USD</td>
<td>$21,000 - $27,900</td>
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Follow YingHua International School to Learn More
Application Instructions

Dr. Beth Pfannl, ISS Vice President, Global Recruitment, will serve as the lead consultant for YingHua International School Head of School 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 by June 30, 2023, 11:59 EST

- 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 ISS 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 ISS EDUrecruit, click here: [YingHua International School | Head of School search](#)

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

*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 YingHua International School 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 the 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](#).