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

**KOREA INTERNATIONAL SCHOOL  
JEJU CAMPUS**

*Jeju-do, South Korea*

**Seeks Head of School**

**Application Deadline:  
Saturday, September 1, 2018**

Visit the [ISS Administrative Searches webpage](#) to view additional opportunities



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# KOREA INTERNATIONAL SCHOOL, JEJU CAMPUS

*Seeks a Head of School for 1 July 2019*

## **KIS JEJU: AN INNOVATIVE AMERICAN BOARDING SCHOOL**

[Korea International School, Jeju Campus](#), a sister boarding school of [KIS Pangyo and KIS Seoul](#), opened on Jeju island in 2011. KIS Jeju offers a comprehensive university preparatory curriculum, serving over 1000 students in Grades PreK-12. KIS Jeju is accredited by the [Western Association of Schools and Colleges \(WASC\)](#), as well as the [South Korean Ministry of Education](#). Korean passport holders receive both a Korean and a U.S. diploma upon meeting graduation requirements.

KIS Jeju's wide range of co-curricular opportunities provide students with a rich experience beyond the classroom. Strong participation is a hallmark of our students, and activities from fencing to robotics promote well-rounded interests and skills in every division.

KIS Jeju is a member of the Korean International Schools Activities Conference (KISAC) and Jeju Activities Conference (JAC), allowing student athletes to participate in volleyball, cross country, soccer, basketball, and swimming competitions throughout the year.

## **JEJU ISLAND: A SPECTACULAR NATURAL SETTING**

Jeju is Korea's largest island and one of its nine provinces. A major regional attraction, Jeju is known for its unique geological formations, array of outdoor activities, tangerine groves, *haenyeo* (women divers), and quirky museums. The area surrounding Mount Halla, a dormant volcano and South Korea's highest mountain, is a UNESCO-certified Biosphere Reserve with several hiking paths reaching the summit. Olle walking trails also connect over a dozen major beaches, 368 oreum, waterfalls, forests and small towns across the island.

KIS Jeju is situated in the Global Education City, a recently developed area approximately 35 minutes from Jeju City and the nearest international airport. The GEC is designed to be an education hub for Northeast Asia, with additional cultural, leisure and sports facilities planned to support existing and future schools. Nearby attractions include Sanbangsan mountain, the Yongmeori coast, O'Sulloc Tea Museum, Gotjawal forest, and Sagye beach.



Accredited by the  
Western Association of Schools and Colleges  
South Korean Ministry of Education



Amenities in the immediate GEC include convenience stores, an organic grocer, and several cafés and restaurants.

## **JOB DESCRIPTION**

The Head of School is accountable to the Chief Executive Officer (Chairman of the Board) and the Board of Trustees for the educational system of the School and reports to the Board Representatives as needed as to the status and needs of school operations.

### ***Required Qualifications***

- Administrative certification
- Experience in education as a classroom teacher
- Experience in senior administrative capacity, preferably within the context of an international school over the past five years
- Experience with WASC Accreditation or other accrediting body

### ***Preferred Qualifications***

- A doctorate, particularly in curriculum, teaching, and learning
- Experience with AP curriculum
- Experience with Korean students and parents
- Experience in a boarding environment
- Fluency in more than one language

### ***Personal Qualities***

- Passion for learning
- Sense of humor
- Strong enthusiasm for an active outdoor lifestyle
- Growth mindset: flexibility, understanding, patience, intercultural awareness
- Ability to engage and inspire all stakeholders
- Strategic thinking and planning
- Ability to address challenges with confidence and consistency
- Perform under pressure
- High-functioning across several domains, embracing ambiguity
- Strong team leadership to achieve growth and bring positive change
- Willingness to travel internationally often



- Personal alignment with school beliefs and values; the ability to live our [DRAGONS](#)

## APPLICATION PROCESS

KIS Jeju has selected International Schools Services (ISS)/Schrole-Advantage to assist with the application process.

Interested candidates should apply as soon as possible, with **September 1, 2018** as the final deadline. Screening will start as soon as applications are received. *Please note* that the Search Committee reserves the right to adapt the search and to make an earlier recommendation/appointment. Shortlisted candidates will be invited to campus in August 2018 for on-site interviews.

***Candidates should e-mail the items listed below as a .pdf attachment to:***

[dlee@kis.ac](mailto:dlee@kis.ac)

***Please include the following items in your application, in a single pdf:***

- Letter of application, explaining your strengths as a candidate and why you are interested in the Headship position at KIS Jeju
- Current resume not exceeding two pages, addressing the required qualifications
- 1–2 page statement outlining your educational philosophy and leadership style
- Three-Five professional references
- Brief portfolio of professional work experience over the past five years
- Video of professional practice

**ISS Administrative Searches is proud to assist  
Korean International School, Jeju with their search  
for a Head of School.**

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***All application materials should be sent to the school as directed, not to ISS.***

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