

## Leadership Search



LEARN – REFLECT – DISCOVER - EVOLVE



Deputy Head of School  
Legacy School

Location: *Bangalore, India*

**Application Deadline:** January 31, 2023

**Start Date:** August 2023

ISS is pleased to conduct this full search.

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[www.iss.edu/services/administrative-recruitment](http://www.iss.edu/services/administrative-recruitment)

## Position

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### Overview

Legacy School is seeking a full-time Deputy Head of School (HOS) candidate that has a passion for education, the knowledge, skills, values, and proven expertise in international education to lead a dynamic team in alignment with the school's culture, vision, and mission. It is also important to be able to lead with the kind of progressive thought, understanding and sensitivity required in a post-pandemic world, and in an Indian / Asian cultural context.

The Primary role of the Deputy HOS is to assist the Head of School in overall administration of instructional program and campus level operations within the agreed and delegated areas of responsibility. Structure, lead and manage the planning, delivery, evaluation and improvement of the quality of education of all students in the school through timely analysis, regular collaboration and the strategic deployment of resources. A key component of this role is to further the knowledge, qualifications and experiences of the teachers about student learning, and enhance the overall quality of teaching practices.

Deputy HOS reports to the Head of School (HOS) and in collaboration with the HOS, is accountable for the overall leadership, management, and development of the school, specifically pertaining to academic learning and achievement. Deputy HOS will assume duties of Head of School in his/her absence.

The Deputy HOS's role embodies a lead model and guardian of the school's values, alignment with the Mission and the journey to realizing the school's Vision, in all duties and in oversight of other's roles within the school.

Main Areas of Responsibility will be assigned in agreement with the Head of School and in line with the strengths and experience of the Deputy HOS. This may include some or all of the following areas.

- School Culture and Relationships
- Safeguarding
- Organization and Management
- School Administration (Operational) and Academic Leadership
- Teaching and Learning
- Assessment, Evaluation, Support & Feedback
- Professional Development & Mentoring
- Community Building

The successful candidate will balance the effective implementation of existing policies, procedures and programmes alongside the critical leadership required to support continuous improvement in all operational and educational matters towards the realisation of the school vision and in line with the values of the community. He/She will support the delivery of high standards in all aspects of learning and teaching, and in school operations. They will have the

confidence and gravitas to represent the school, its vision and its values in both the internal and external with authenticity and passion. They will receive a challenging leadership and management portfolio which embraces their strengths and challenges areas for development through additional responsibilities and an investment in professional training. The ideal candidate will be strongly aligned with the philosophies and practices of learning organisations, and will likely be seeking Headship within the next five years.

## Academic & Professional Qualifications

### Academic qualification:

An undergraduate degree in education, or a post-graduate teaching certification, is required. A Master's degree, preferably in Education, from a recognised and reputed university would be advantageous. Any additional credentials and professional development in Education Leadership, Administration, Data-Analysis, or Ed-Tech would be an advantage.

### Prior Experience:

- A minimum of 3 years' experience in Senior Leadership in a mid-size K-12 international school
- Must have also held prior leadership roles, at least as a Vice Principal or Deputy Head of School, in a different school
- Must be proficient with the IBDP and Cambridge International Qualifications.
- Knowledge of the Montessori / Early Years / PYP is preferred but not essential
- Accreditation experience with IB, CIS, or with other global international school organisations with be advantageous
- Experience of working in a leadership position within an international school outside of their home country would be an advantage. It would also be preferred for candidates to have had experience leading an international school in a developing country or region

### Context:

Consistent with our ethos and values, we are seeking a leader who is committed to a community of learning at every level and has the beliefs and experience to underline all their leadership with practices of reflection, evidence and new learning. The successful candidate will be proficient with supporting leadership in a community in a competitive and challenging private international school sector, where one is nuanced at navigating the influences of cultural, socio-economic, and political contexts that can have a bearing on the school's ability to function independently.

## Commitment, Salary, & Benefits

Legacy School offers a three-year renewable contract; the renewal contract is negotiable. The school offers a competitive compensation and benefits package, which is commensurate with the education, experience, role and responsibilities of the position, and also the socio-economic considerations of living and working in India.

Application instructions found on the final page of this announcement.

## The School

Legacy School is an independent, not-for-profit, progressive K-12 international co-educational day school, located in the southern city of Bangalore in India, and is home to over 800 children.



Legacy, strives to lead every learner on a distinctive path that prepares them for the journey called life.

Children begin their journey with Legacy School at the tender age of 2, where they are immersed in an enriched Montessori learning environment that provides them with a strong foundation in the early years and enables their successful transition into the Cambridge International Pathway curriculum;

this eventually culminates with a choice between the Cambridge International Advanced Levels (A Levels) or the International Baccalaureate Diploma Programme (IBDP) for learners in the high school.

## Vision, Mission & Philosophy

### Vision

We aspire to empower our learners with meaningful experiences that will enable them to become reflective individuals who will discover themselves

### Mission

To provide a progressive international education, in a diverse learner-centered community, where learners are encouraged to develop the knowledge, skills and values that will enable them to evolve into successful leaders who will impact meaningful change in a global society.



Artwork by Vismaya M. (Legacy Student)

### Philosophy

#### The Legacy Way: Learn - Reflect - Discover - Evolve



At Legacy, learning is preparation for a life-long journey that evokes a sense of purpose every step of the way, and enables each member of the community to become more self-aware individuals and 'humane beings'.



They strive to provide their children with a well-rounded education, beyond just traditional academics, so that they can thrive to their fullest potential. They encourage them to lead their lives with intention by being mindful, responsible, empathetic and ambitious to believe in the possibilities.

They help their children and colleagues to explore new opportunities and discover exciting experiences that will enrich their lives, so that they may be inspired and motivated to do the same. They believe and hope that each one can help to make our world a better place in their own unique and wonderful way.



## Overview

### History



The school first began its [journey](#) with humble beginnings as a Montessori Pre-School in 1984 and evolved to become a K-12 school in 2010 named Legacy School.

Over the last decade, the school has rapidly grown to become one amongst the top emerging progressive international schools in the country.

The exponential growth and success of the school can be attributed to their unwavering commitment

to create a meaningful change in the type and quality of education offered in India, one that is dynamic, contemporary, globally relevant and progressive, whilst still staying true to its core principles and guiding values.

### Accreditation, Affiliation & Curriculum



Legacy School is an [IB World School](#) and is accredited by the International Baccalaureate Organisation (IBO) and is authorized to offer the International Baccalaureate Diploma Programme (IBDP) for high school students enrolled in Grades 11 & 12 (Ages 16 - 18 years)



**Cambridge Assessment  
International Education**

Cambridge International School

Legacy School is also affiliated to Cambridge Assessment International Education (CAIE) and is authorized to offer all four of the Cambridge International Qualifications for children ages 5 - 18 years, making it a

[Cambridge International Pathway School](#).

## Technology

Legacy School strongly believes that technology-enabled, data-driven, personalized learning holds catalytic potential to transform the learning experiences along the journey for their learners.

As a progressive international school, they began actively integrating technology by strategically aligning its use and intended outcomes alongside their curriculum planning and professional development training in January 2014. The school benchmarks the ISTE standards and adopts the Commonsense Media framework for Digital Citizenship.



They are among the leading K-12 schools in India to begin harnessing the power of mobile technology in education.

The school has incorporated the three components of face-to-face, technology-integrated, and self-directed learning. They have established an Apple & Google Education centered learning ecosystem in the school to provide a:

- safe and secure online environment
- to further transform student engagement and advance learning outcomes
- to personalize the learning journey and enhance the learning experience for all
- to strengthen teaching-learning practices, ensuring that learning is dynamic and agile
- to widen and deepen student's exposure, understanding and knowledge
- to strengthen the development of key global skills and values through a digital citizenship program

### An enabling, safe and intelligent ecosystem

The Legacy campus is wireless and is enabled with intelligent systems to ensure they are able to offer, manage and maintain secure and consistent access for every person and device using the latest technology like DNS filters and Mobile Device Management (MDM) software.



Google for Education



Apple Teacher

common sense  
media

ISTE®

## Arts & Athletics

### The Arts

At Legacy, the creative arts include dance, drama, music and the visual arts.

The Legacy campus is a year-round gallery of student creativity. The walls and corridors carry exciting stories, unique perspectives and creative outcomes of their visual arts program; the dance, music and drama studios are always charged with energy and bursting with talent that beautifully expresses themselves in unique and thought-provoking performances across various platforms in person and online, which also include both in-school and public performances.

Beginning in preschool with exposure to the fundamentals, and continuing through Grade 12 with deeper learning in history, theory, and technique, students at Legacy explore genres, develop skills, and find their interest, passion and inner voice in the visual and performing arts. Students are encouraged to explore the artistic traditions and aesthetic expressions of their own traditions, as well as that of local, national and global cultures.

### Health, Well-being, Physical Fitness & Sports

Every student at Legacy is empowered with a well-balanced education that enables them to learn, experience and nurture their own health, physical fitness and sports as a way of life that aids in their long-term development, wellness and well-being as a person.

Legacy School recognises the significant mental and physical benefits that come with regular recreational play and competitive sports. Equally, they recognise the life lessons that emerge from participating and competing in sport – skills and behaviours that equip students to challenge themselves and be even better at whatever they pursue, in school & beyond.

Students pursue an array of activities and sports, both in-school and beyond, that range from Yoga, to classes on nutrition, to physical conditioning and training, to individual and team sports, both at an intramural and competitive level, that vary from athletics, badminton, basketball, golf, martial arts, tennis, and soccer.





## Academic Calendar

The school year commences in the last week of July and concludes in the first of June.

The school generally works for about 200 days and has 5 breaks; one extended break for the summer vacation, a long break for Christmas / winter vacation, two shorter breaks in the fall for the Hindu religious festivals – Diwali & Dussehra, and one spring break that most often overlaps with Easter.

The Cambridge (IGCSE, AS & A Levels) & IBDP students appear for their board examinations in the May series.

## Professional Development

Closely associated with the Legacy way of Learn-Reflect-Discover-Evolve, the school strongly believes that ongoing professional development which is meaningful, relevant and personalized is imperative, as it empowers their team of educators to continue to advance along their learning journeys, which enables their professional and personal growth. This philosophy is closely aligned with the vision and mission of the school, as it has a direct bearing on the experiences and outcomes for their children.

Legacy has established several additional initiatives such as facilitating year-long professional coaching and mentorship programs with international partners, as well as sponsoring university-based courses that prepare their team to advance into key leadership roles. Legacy also invests in School Leadership training at all levels with industry leaders and experts. As a whole, there is significant focus, time and funding extended to support a thriving learning community.

## Administration

The school has a Governing Board comprising of four Trustees and eight board members.

The Senior [Leadership Team](#) consists of the Founder Trustee, Executive Director, Academic Director, Operations Director, Head of School and Deputy Head of School.

The Head of School (HOS) is supported by the Deputy Head of School for all academic and administrative matters of the School, and together they are ultimately responsible as the school leaders for the day-day management in ensuring the effective functioning of the school.

The school also has a sizeable team of mid-level leaders across every level of the school that actively support the HOS and Deputy HOS in administering the efficient planning, effective delivery and regular review of all levels, departments, programmes and initiatives across the school, including the safety, upkeep and maintenance of the school campus and learning environments.





## Governance

Legacy School is a registered subsidiary of the Vidyaniketan Education Trust, a private, not-for-profit, charitable education trust that was established in 2005. The purpose of the trust is to provide a progressive and affordable international education.

[The Trust and Trustees](#) have deputed the overall Governance of the School to the Managing Trustee and the Directors, who are responsible to uphold the mission and objectives of the Trust and ensure that the school continues to remain progressive and provide a high-quality education. The Directors collectively oversee the HOS and Deputy HOS in three specific capacities - Strategic & Financial, Academic and Administrative Operations.

The Directors bring with them diverse and valuable experiences, both in India and internationally, and maintain oversight of the school's ongoing progress, overall development and strategic plans and positioning. They play a critical role by working in partnership to develop and establish agreed upon norms and benchmarks to ensure the school's continued progress remains on track and in alignment with the school's strategic plans and the Trust's overall goals and objectives; this includes oversight on matters that have an implication of the fiduciary responsibilities of the Trust, such as overseeing the financial planning, budgeting, management, culture, etc. of the organization.

## Community

Legacy places a strong emphasis on establishing and nurturing relationships. The [vibrant community](#) is sincere, open-minded, committed, and progressive.

The school is a close-knit community of caring, supportive, and committed members, who collectively rally together to champion the children, their learning and development in alignment with the school's vision and mission. Legacy collaborates and works in partnership with their parents and affiliates to provide enhanced opportunities to their students.

## Grade Level Overviews

### Elementary School Overview

The [Montessori](#) at Legacy School Bangalore ignites and awakens a child's mind to the wonders of the universe and to help them better understand and know their role in it. Children in the Montessori follow their interests to wherever that passion leads, thus giving them a strong foundation in their development – be it in academics, self-management, responsibility, independence, or initiative and thus, instills in them a lifelong love for learning.

At Legacy School, their [primary](#) is a fun and vibrant group, filled with the buzz of children who are brimming with the enthusiasm to learn. For pre-school children, who are taking their first exciting steps into primary school, Legacy continues to provide a safe, caring, friendly, nurturing and



stimulating environment that allows children to blossom. Walk into any classroom and you will find happy children who are fascinated with what they are learning.

The passionate educators nurture the innate curiosity in each child and encourage them to explore, discover, question and reason with respect. The school encourages students to remain inquisitive and become independent thinkers.

Legacy's curriculum and approach to teaching and learning enables children to advance their prior knowledge and provides a platform to develop the essential skills of inquiry, creative thinking, collaboration and problem-solving.

### Middle School Overview

Middle school consists of the bridge years between primary and high school and shapes most of the experiences for a child to seamlessly transition in and out of the Middle school years.

The students in this age group experience rapid growth in all aspects and this is the time when they start taking ownership of their learning, build friendships and learn to appreciate individuality as they have to prepare to face the rigour of high school. While the Middle School's curriculum is rigorous as compared to their previous grade, they ensure expectations are fully aligned with the capacities of the students and are equally supported by a team of highly passionate faculty.

### High School Overview

At the heart of Legacy's educational approach is a commitment to get students ready for life beyond school. Legacy achieves this by balancing the extensive opportunities offered outside of the classroom, with the best academic programmes from around the world, including Cambridge IGCSE, A Levels or AICE diploma, and the International Baccalaureate (IB) Diploma Programme. Legacy high schoolers enjoy a broad range of course choices that enable them to find their "best fit" pathway to university.



From working with every student to choose the board that best fits his/her interest, potential and future goals, to finding and applying to university, the entire Legacy community rallies around its high schoolers to get them academically and mentally prepared for college and for a life of rewarding work, dedicated service, and thoughtful leadership.



Cambridge IGCSE  
(Grades 9 & 10)

Cambridge AS & A Levels  
(Grades 11 & 12)

IBDP  
(Grades 11 & 12)

## Campus

The beautifully-landscaped boutique urban [campus](#) is strategically situated enroute to the international airport. The campus evokes a sense of calm and is often described by numerous visitors as having a 'positive vibe' about it.

The look and feel of the environment is more earthy, practical and understated in its appearance. It is a quirky mix of the modern and quaint, reflecting a passion for assimilating the local and global culture and influences.

Legacy's goal has been to optimize physical spaces to be as efficient and responsive as possible. As a shared space results in greater and better communication, collaborative practices, faster decision-making and higher assertive energy, they have created multiple state-of-the-art, award-winning, co-learn - co-work environments to enable proximity and encourage learning and innovation.

With two academic blocks, laboratories, multi-purpose play areas, amphitheater, synthetic basketball courts, library, art and music studios, student gallery, presentation and conference rooms, infirmary, and so on – the school building is beautifully landscaped on a 3-acre property which conveys a great deal of its balance approach of traditional values and futuristic preparation for the learners.





## Location

Bangalore, also referred to as Bengaluru, is the capital of the Indian state, Karnataka. Bangalore is nicknamed the "Garden City" for its gardens and parks and was once called a Pensioner's Paradise.

The term 'Bangalore' is an anglicized version of "Bengalooru," a Kannada term. The word "Bengalooru" was in turn derived from the phrase 'bende kaalu ooru' meaning 'the town of boiled beans'.

Located on the Deccan Plateau in the south-eastern part of Karnataka, Bangalore is India's third most populated city and the fifth most populated urban agglomeration. Bangalore is well known as a hub for India's Information Technology (IT) sector. It stands out for being among the top 10 preferred entrepreneurial locations in the world. A demographically diverse city, Bangalore is the second fastest-growing major metropolis in India. Recent estimates of the metro economy of its urban area have ranked Bangalore either the fourth- or fifth-most productive metro area of India. It is home to many educational and research institutions. Numerous state-owned aerospace and defense organisations are located in the city. The city also houses the Kannada film industry. It was ranked the most livable Indian city with a population of over a million under the Ease of Living Index 2020.

Located at an altitude of 920m (3021ft) above sea level, Bangalore has a moderate and pleasant climate throughout the year. Bangalore has an international airport that connects most of the major cities of the country and abroad. A lot of international flights are also operated from here. The city is connected by rail and roads to all parts of the country.



## Fast Facts

Year Established	2010
Accreditation Agency	International Baccalaureate Organization (IBO) & Cambridge Assessment International Education (CAIE)
School type	Private / Independent, Not-for-profit, Unaided, Co-educational, Day-School, Urban
Language of Instruction	English
Total Enrollment	800+
Elementary School Enrollment	450+
Middle School Enrollment	200+
High School Enrollment	150+
Average Class Size	24 students/section, 1 - 4 sections/grade
Student Age Range	2 - 18
Average % Home Country Nationals	91%
Student Nationalities	10 Countries (9% International Student Population, with most having ethnic ties to the home country)
Percentage of Annual Student Turnover	10% (2021-22)
Student to Teacher Ratio	Montessori – 8:1 Grades 1 - 5 – 12:1 Grade 6 - 8 – 24:1 Grades 9 - 12 – 6:1 to 24:1
Number of Faculty	150+
Faculty Nationalities	4

Percentage of Annual Faculty Turnover 9%

Governance 4 Trustees, 8 Board Members

Tuition (2021 - 2022)

Montessori: INR 2,20,000 | USD 2,700  
Primary: INR 2,60,000 | USD 3,200  
Middle School: INR 3,00,000 | USD 3,800  
High School: INR 4,30,000 | USD 5,200  
Cambridge AS & A Levels: INR 5,30,000 | USD 6,400  
IBDP: INR 5,90,000 | USD 7,200

Annual Operating Budget

Overall financial management of the organisation is managed by the Executive Director and Head of School.

Follow Legacy School to Learn More

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## Application Instructions

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Mr. David Randall, Senior Leadership Executive, International School Services, will serve as the lead consultant for **Legacy School | Deputy Head of School** search. He 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: [January 31, 2023, | 11:59 pm 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 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 EDUrecruit, click here: [Legacy School | Deputy Head of School](#)

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

\*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 Legacy School (LB) 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](mailto: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 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](#).