



The KAUST School - Saudi Arabia

Kindergarten Principal

The KAUST School (TKS) proudly serves a thriving multi-cultural University community, with an enrollment of over 1,500 students from more than 60 nations. As an International Baccalaureate World School authorized in three programs: Primary Years, Middle Years and the Diploma program, we share a common philosophy and a commitment to high quality, challenging international education for children from K1 through to Grade 12. TKS is accredited by the Council of International Schools (CIS), the New England Association of Schools and Colleges (NEASC) and the Middle States Association of Colleges and Schools (MSA).

OUR MISSION STATEMENT

The KAUST School mission is to provide an exceptional International Baccalaureate education that empowers students to be resourceful and responsible global citizens.

OUR RESOURCES

The school is located within the university campus of the King Abdullah University of Science and Technology (KAUST), a destination of choice for world-class scientific and technological graduate education and research, north of Jeddah on the shores of the Red Sea.

The School is purpose built with a design that supports a balanced curriculum. The Gardens Campus which houses the Elementary and Secondary School, has technology equipped classrooms, science laboratories, a design and technology hub, two library media centers, two indoor gymnasiums, two performance theatres, outdoor basketball and tennis courts, an outdoor swimming pool and soccer pitch. The Kindergarten Campus is filled with natural light, color and materials that stimulate learning. The buildings include activity rooms, two libraries and several specialized rooms for Art, Music, Arabic and Islamic studies.

The School offers a state-of-the-art technology environment that incorporates a broad spectrum of educational solutions while maintaining a 1:1 Apple computing environment.

OUR PEOPLE

Our students are the children of KAUST academic and professional staff, TKS staff, graduate students and University partners.

TKS Staff consists of over 330 teachers, specialist support staff and administrators from across the globe, with over 70% having advanced degrees and the majority with previous international school experience.

The school maintains classroom sizes of one teacher to 15 students in Kindergarten; to 18 students in Elementary; and to 22 students in Secondary.

POSITION SUMMARY

TKS is seeking a talented and dynamic candidate to serve as the Kindergarten Principal. The Principal is a member of the TKS senior leadership team, which consists of the school Director, Elementary Principal and Secondary Principal. The senior leadership team is responsible for setting, monitoring and reviewing both the strategic plan and their respective divisional annual plans.

The Kindergarten Principal works closely with the Kindergarten Leadership team, which consists of the Associate Principal and three Grade level Pedagogical Coordinators. The Kindergarten Principal is responsible for overseeing teacher appraisals and evaluation, teacher recruitment, orientation and onboarding of new staff.

KEY RESPONSIBILITIES

- In collaboration with the Director, develops and implements a long-term strategy that creates an environment of success and achievement for both Students and Teachers
- Ensures educational best practices are implemented
- Enhances stakeholder and community engagement and partnership
- Establishes parent education programs such as parent/teacher conferences, orientation programs, classroom visitations, and special topic meetings
- Monitors instructional and managerial processes to accomplish instructional goals and carry out the KAUST School's mission
- Identifies, analyzes and applies research findings to promote school improvement
- Sets the annual Kindergarten budget
- Actively recruits highly qualified teachers that meet the KAUST profile
- Fosters collegiality and team building among staff members
- Supervises the management of time-tabling in the Kindergarten, and collaborates with the other principals on matters of scheduling and the school calendar
- Oversees, supervises and certifies the preparation, accuracy and maintenance of records and reports to parents, students, faculty, and KAUST management where appropriate

- Projects future enrollment and plans for future staffing of the Kindergarten
- Promotes good public relations at all times in the school and in the greater KAUST community

REQUIRED QUALIFICATIONS

- Five years experience in a leadership position
- Possession of a degree in Educational Administration or Principal's Certification
- Experience in leading early childhood curriculum and program development
- IB PYP experience and training
- Experience with Reggio Emilia approach (preferred)
- Experience in an overseas setting
- Demonstrate effective communication skills both orally and in writing

SALARY AND BENEFITS

Salary is highly competitive and will be dependent upon the qualifications and experience of the successful candidate. Benefits include retirement contributions, savings plan, subsidized housing, health insurance, life insurance, home leave, shipping allowance and ongoing professional development opportunities.

The application deadline is set for Saturday, September 22, 2018

Interested candidates may apply to schools@kaust.edu.sa.

Starting date: August 2019