

**Secondary Principal  
Istanbul International Community School  
Istanbul, Turkey**

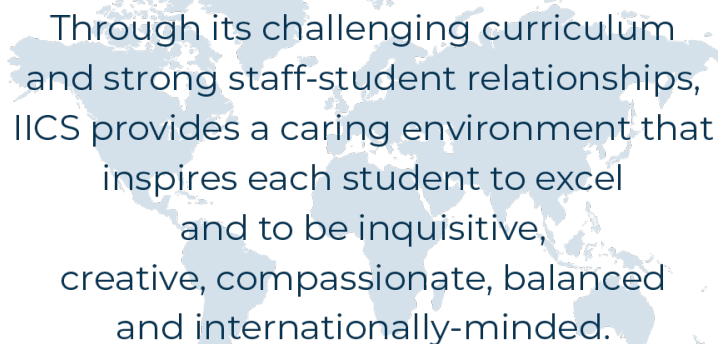
Position Posted: August 5, 2019

Deadline: September 2, 2019

IICS seeks a Secondary School Principal to begin August 1, 2020

**IICS Past & Present (General Background)**

Founded in 1911 as Robert College Community School with the aim to educate the children of the Robert College faculty, the school has maintained a century-long tradition of academic excellence. Today, IICS is an independent, non-profit, fully accredited school (CIS/NEASC), authorized to offer all three IB programs. IICS offers a progressive and forward thinking education, a collaborative and friendly work environment, with a focus on strong student-teacher relationships. IICS strongly believes in its mission, vision, and philosophy and that all decisions be made with those in mind for the benefit of its students.



Through its challenging curriculum and strong staff-student relationships, IICS provides a caring environment that inspires each student to excel and to be inquisitive, creative, compassionate, balanced and internationally-minded.

IICS currently enrolls more than 500 students representing 60+ nationalities from Early Years 3 through Grade 12 on two separate campuses (Marmara, Hisar). There are nearly 250 students in the secondary school. Approximately two-thirds are from multi-national corporations and diplomatic communities with the other third coming from permanent residents with dual nationalities.



The secondary school is located on the Marmara Campus, a purpose-built facility with more than 16 hectares (40 acres) of land. Opening in 1999, the picturesque campus is situated among the rolling hills west of Istanbul just a few hours drive from both the Greek and Bulgarian borders.

IICS offers a myriad of athletic, fine and performing arts, academic, and leadership opportunities for students who participate in both CEESA (Central and Eastern Europe Schools Association) and TISL (Turkish International School League). In addition, IICS actively supports and participates in CEESA professional development conferences and workshops for teachers.



### **Location**

Istanbul, once touted as the “envy of kings”, offers a lively multicultural atmosphere. Ranked #3 country destination in Conde Nast’s 2011 Readers’ Travel Awards, Istanbul has also been named by Travel & Leisure as the #2 Top City in Europe and #3 Best City in the World. Istanbul was selected as the European Culture Capital for 2010.



Turkey is a mesmerizing country known for its history, culture, gastronomy, and diverse geography. Travel opportunities within the country are plentiful while Istanbul serves as a central hub for travel to almost any destination in the world.



## POSITION SUMMARY

The Secondary School Principal is the educational leader for both middle and high schools (Grades 7-12). She/he will need to effectively develop positive relationships with staff, students, parents and members of the international community while maintaining a high level of accountability.

Significant time and effort will focus on implementing appropriate aspects of the strategic plan and previous accreditation report recommendations. The principal will be a champion for an inclusive and safe work and school environment, promoting IICS core values. They will need to actively promote new and innovative instructional practices including effective use of technology as a tool for instruction and communication.

Reporting directly to the Head of School, the Secondary School Principal will be a member of the Senior Leadership Team. Whereas a full job description will be provided to short-listed candidates, the principal will also be responsible for;

- Recruiting and retaining best fit staff members
- Providing leadership and training for assistant principal, coordinators and department heads
- Supervising the evaluation of secondary staff members

- Managing the secondary operational budget
- Developing professional development opportunities
- Participating in the admissions process

#### Required Qualifications

- Masters Degree in Educational Leadership (or comparable)
- Administrative certificate or endorsement
- Previous experience as principal or assistant principal
- Minimum 2 years teaching experience

#### Preferred Experience & Skills

- 3+ years leadership experience
- 5+ years teaching
- International school experience
- In depth knowledge and experience in the MYP and DP
- Proven relationship builder with students, staff and school community
- Experience hiring and retaining best fit candidates
- Progressive and forward thinking leader
- Active participant and supporter for athletics and extra-curricular activities
- Adept at the effective use of technology in schools

#### **Salary & Benefits**

Salary and benefits (tax free) are highly competitive with significant savings potential. Benefits include furnished housing, international and local health insurance, retirement contribution, annual home leave, annual airfare, moving allowance and tuition benefits for two qualified school age dependents (EY3-Grade 12).

#### **Application Procedures**

Please send the following documents to Pinar Demirkan, Director of Human Resources at [pdemirkan@iics.k12.tr](mailto:pdemirkan@iics.k12.tr)

- Letter of interest (1 pg.)
- CV or resume
- A list of 3-4 references, including current Head of School and immediate supervisor if not the Head of School

Applications will be reviewed upon receipt. Short-listed candidates will be identified throughout the application process and interviewed by the Head of School and members of the review committee. It is anticipated that finalist candidates will be selected and invited to interview with the secondary school community in October with the new secondary principal chosen shortly thereafter.