

International Principal HD Ningbo School

Key Responsibilities:

- Report to the International Head of School on all matters related to Primary Teaching and Learning
- Be a pedagogical leader of the Primary School; lead, coordinate and review the development and implementation of the Primary programmes including resourcing, professional development, curriculum planning, best practice, learning, assessment and reporting
- Work collaboratively with Chinese Principal on the operation and academics of the Primary School
- Liaise with Middle School on compulsory education programmes
- Foster a passion for learning, an excellent work ethic, and a culture of high expectations
- Develop a collaborative and supportive culture amongst all staff
- Be responsible for the smooth day-to-day operation of the Primary School.
- Contribute to the co-curricular program and whole-school activities in a committed and enthusiastic manner
- Recruit and select teaching and support staff in accordance with agreed procedures and ensure that the school's safeguarding responsibilities are met.
- Participate in leadership, department and parent meetings
- Provide regular and effective reporting to the HDNS Board on Primary School performance and improvement
- Maintain high standards of professionalism, setting an example to students and staff
- Be prepared to go the 'extra mile'

Location	Ningbo, China
Start Date	February 2018
Job Subject	Business - Management Teachers, Education Teachers
Eligible Candidates	Director/Principal
Student Level	Prep, Gr. 1, Gr. 2, Gr. 3, Gr. 4, Gr. 5
Monthly Salary	Negotiable

Job Benefits:

- Competitive salary
- Accommodation allowance
- Start and end of contract flights for employee and immediate family members

- City allowance
- Relocation allowance
- Excess baggage allowance
- Medical insurance for employee and immediate family members
- Annual flight allowance for employee and immediate family members
- 100% tuition fees contribution for up to two children at HD Ningbo
- Annual bonus
- Contract renewal bonus
- Full visa and legal documents sponsorship for employee and immediate family members
- An opportunity to work as part of an ambitious and tight-knit school community, in a beautiful and exciting part of the world
- Excellent opportunities for continued Professional Development