

DIRECTOR
Qatar Academy Sidra (QAS)
For the 2020-21 School Year

Qatar Foundation is growing fast and we're looking for outstanding educators to join our team. The Foundation focuses on education, science and research, and community development, and we need the best people to help us achieve our ambitious goals. If you smile when you think about children; when you're talking to parents; when you're discussing new ideas in education; when you're removing barriers to learning, you may be the person we're looking for.

The Foundation's work in the field of education has brought prestigious, international universities to Qatar to help develop an education sector in which young people can acquire the attitudes and skills needed to build a knowledge economy. Its main science and research agenda is to build Qatar's innovation and technology capacity by developing and commercializing solutions through key sciences. Its community development programs aim to help foster a progressive society, while also enhancing the cultural landscape, protecting Qatar's heritage and addressing immediate social needs in the community.

In pursuit of excellence in education, Qatar Foundation Schools is seeking an exceptional educational leader to serve as the Director of Qatar Academy Sidra, effective July 2020.

A detailed description of the position including qualifications, attributes, and responsibilities is included at the end of this document. Qatar Foundation offers highly competitive packages that make it one of the top employers in Qatar and throughout the Region.

School Description

Qatar Academy (QA) Sidra, as part of the Qatar Foundation Division of Pre-University Education, is a not-for-profit, co-educational international school that offers broad-based, international education programmes.

Established in 2012, QA Sidra is an authorized International Baccalaureate Primary Years, Middle Years and Diploma programme school. The School is licensed by the Qatar Ministry of Education and Higher Education, and accredited by the Council of International Schools (CIS) and New England Association of Schools and Colleges (NEASC). QA Sidra empowers expatriate and Qatari students to continue their studies at a variety of universities and colleges around the world, or within the Education City branch campuses. The QA Sidra values of respect, integrity, and unity lead our culture of kindness. It is this culture that enables the School to nurture each child's wellbeing, passion and talents.

At QA Sidra we empower learners with '*Roots to Grow and Wings to Fly*'. We believe that in a dynamic world, ***we challenge learners of today to inspire them to be the change-makers of tomorrow.*** We believe there is a leader in everyone so we empower our learners with strong skills and a sense of self for a life filled with opportunity and meaning.



Mission

In a dynamic world, we **challenge learners of today to inspire them to be the change-makers of tomorrow.** We believe there is a leader in everyone so we **empower our learners with strong skills and sense of self** for a life filled with opportunity and meaning.

Position Overview

Qualifications and Experience

- Master's Degree in Education or an Honors Degree, QTS and postgraduate qualifications in educational leadership
- Minimum of 8 years' experience in IB school/s desirable
- IB workshop leader and/or school visitor desirable
- Experience with IB and CIS/NEASC accreditation and evaluation desirable
- Record of holding senior roles of responsibility and pedagogical leadership in educational settings internationally
- Effective communication, leadership, and problem-solving skills
- Excellent English communication skills, proficiency in Arabic desirable
- Understanding and experience of best educational practices
- Understanding and experience with fostering a culture of collaboration
- Knowledge of and experience with restorative/positive approaches to discipline

Attributes

The following are key attributes we are seeking in the successful candidate:

- A positive, goal-oriented, child-centered leader who has strong interpersonal and communication skills
- Ability to create a dynamic and positive school environment conducive to student learning, academic progress, and social-emotional wellbeing
- Ability to problem-solve, think creatively to find solutions, and stay cool and focused in crisis situations
- Ability to anticipate problem issues before they arise and make plans to overcome them
- Ability to communicate clearly and in a timely manner any decisions or plans
- Ability to engage staff in a shared or collaborative leadership model where all staff have an opportunity to contribute to policies, processes, and systems
- Ability to think strategically and plan to meet long term and short-term goals of the school
- Demonstrate continuous professional growth by seeking a variety of opportunities
- Support school decisions, build and maintain positive staff morale
- Show respect and support for the local culture and traditions and engage staff to do the same



- Lead by example
- Strong interpersonal skills and cultural awareness with the ability to inspire a school community and manage the demands and needs of all stakeholders

Inspirational	Thoughtful	Sensitive	Proactive
Strategic	Supportive	Adaptable	A Community Builder
Knowledgeable	Resilient	Dynamic	Emotionally Intelligent

The Director will:

- Provide exemplary educational leadership
- Develop and promote the School's vision as a leading IB institution
- Be an ambassador for IB education
- Develop strong relationships with external partners
- Seek opportunities for collaboration locally, nationally and internationally
- Lead in the recruitment and retention of outstanding staff
- Assign, organize and evaluate staff
- Promote a strong culture of professional growth through dynamic support, supervision and evaluation of teachers and instructional support staff
- Promote a collaborative and cohesive learning culture
- Ensure that all decisions and processes are designed to improve student learning
- Ensure that the school meets relevant accreditation and authorization requirements
- Ensure that the school is aligned with all examination and accreditation authority requirements
- Provide clear protocols and processes to ensure regular, quality communication between home and school
- Oversee programs which support exemplary student welfare
- Oversee programs which support exemplary student behavior
- Oversee the school admissions process
- Manage the School's operational budgets
- Work with parents in a dynamic, thoughtful and proactive way
- Perform other tasks as assigned by the Executive Director of Schools



Salary and Benefits

The salary is highly competitive and will be commensurate with the qualifications and experience of the successful candidate. Benefits include a tax-free salary, housing, health, life and long-term disability insurance, annual home leave, shipping allowance, gratuity and tuition benefits for Pre-K – Grade 12 school-age dependents.

Candidates wishing to learn more about QA Sidra can go to the School's website at <https://qasidra.com.qa/>

Application Procedure

The deadline for the receipt of applications is **Sunday 8th September, 2019**. The review of files will begin as soon as applications are received. Candidates should note that Qatar Foundation Schools reserves the right to make an appointment at any time, even before the deadline mentioned if an exceptional candidate is identified early in the process. For this reason, interested candidates are encouraged to apply at the earliest possible time.

Candidates should complete in full the application form. In compliance with Safer Recruitment principles, applications with incomplete application forms will not be considered. Also, candidates should provide a statement of educational philosophy, including an explanation of why they believe they are the right person for the position

Applications should be submitted by email to Gina D'Souza with the subject: **QA Sidra Director**
Email address: gtdsouza@qf.org.qa

Safeguarding Statement

Qatar Foundation Schools is committed to safeguarding and promoting the welfare of children, young people and the vulnerable, and expects all who apply to share in this commitment. Offers of interview and employment will be subject to an enhanced background and criminal record check. All employees, volunteers, and visitors in QF schools are subject to the provisions of the QF Schools Child Protection Policy.

