



北京顺义国际学校
INTERNATIONAL SCHOOL OF BEIJING



HIGH SCHOOL PRINCIPAL



Position starts **July 2026**

Submit your application **by Oct 23, 2025**

WHAT DRIVES US

EMPOWERED WITH PURPOSE AND COMPASSION



We are an inspiring international community in Beijing, where thinkers and leaders find their place in the world and serve others. So that our learning is at its best, we build strong relationships and set high expectations together. We are committed to challenging and joyful learning with the freedom to explore.

OUR LONG-TERM GOALS

ISB STRATEGIC FOCUS AREAS



1

STRATEGIC FOCUS I:

Focus on the academic program ensuring challenging and joyful learning for all



2

STRATEGIC FOCUS II:

Utilize our community resources to empower all students with purpose and compassion



3

STRATEGIC FOCUS III:

Ensure strong life-long peer relationships in our inclusive community

POSITION OVERVIEW

When high school teachers at the International School of Beijing (ISB) talk about our school, they emphasize our High School's strong sense of community, our talented and dedicated educators, and our emphasis on the well-being of students via our robust mentoring program. ISB's High School offers a wide variety of academic pathways and co-curricular offerings to ensure that all students are challenged academically and empowered to find and develop their passions.

In our next High School Principal, ISB is seeking a visionary and collaborative leader who brings demonstrated instructional expertise, high operational effectiveness, and a commitment to fostering relationships across the High School community. Simultaneously building trust and maintaining accountability, the High School Principal will lead efforts to consolidate curriculum alignment, develop and refine division-wide systems, and ensure a cohesive and connective school climate and culture. With a focus on student well-being as well as academic excellence, ISB values a leader who can align the school's practices with its Mission, address the dynamic needs of Beijing's shifting education landscape, and guide the community towards sustainable innovation and excellence.



DUTIES & RESPONSIBILITIES

LEADERSHIP AND MANAGEMENT

- Provide principled, effective educational leadership to the High School division
- Create a collaborative adult culture and caring and supportive school climate for all stakeholders
- Support students, faculty, and staff members to reach their full potential
- Ensure classroom experiences that drive strong student outcomes for all learners in a multi-tiered systems of support (MTSS) model
- Under the guidance of the CFO, responsibly manage the program budget
- Establish annual goals and work plans to bring the school's Strategic Plan to life in the High School division
- Ensure ongoing professional learning for the High School teachers to maintain alignment with best practices in the teaching profession
- Serve as a contributing member to the school's senior management team
- Demonstrate traits aligned to the ISB Mission of being a thinker and leader committed to building strong relationships and setting high expectations together

COMMUNICATION

- Communicate effectively with students, staff, parents, colleagues, and the broader community
- Seek the involvement of community members in a wide variety of school activities and decisions
- Connect with staff, students, and parents, professionally and personally to ensure great experiences for all members of the High School community



DUTIES & RESPONSIBILITIES

STAFF DEVELOPMENT

- Hire, develop, supervise, and retain world-class staff to ensure excellent teaching, effective learning, and supportive teams across the High School
- Mentor and encourage professional growth and career advancement in all members of the High School
- Ensure that all teachers and support staff have a clear understanding of performance expectations and strive for excellence in classroom instruction
- Develop the leadership capabilities of teachers so that instructional leadership becomes a shared responsibility

CURRICULAR AND CO-CURRICULAR LEADERSHIP

- Embed data-driven practices into ongoing efforts to improve student learning
- Support continual refinement of ISB's curriculum to drive consistency across the High School and strong student outcomes for all learners
- Support ISB's inclusive education program and language development for multilingual learners
- Be an active participant and supporter of the co-curricular activity programs and parent events, which provide opportunities for each student to reach their unique potential



QUALIFICATIONS & EXPERIENCE

Professional Qualifications

- Master's level or equivalent as well as school leadership credentials
- Significant experience as a high school academic leader and educator, including expertise in curriculum design, research-based teaching practices, and faculty development
- Nuanced understanding of the academic and programmatic dimensions of a large and complex international school
- Proven skills in organizational and change management
- Experience leading diverse and multilingual communities
- Proven record of fostering community involvement and support
- Extensive knowledge of IB and AP Programs

Leadership Style and Personal Qualities

- Emotional intelligence and the ability to build strong relationships and navigate complex interactions with professionalism and care
- Effective communication skills and a capacity to lead through and empower others
- Ability to foster collaboration, creating a sense of shared purpose and collaboration among staff, students, and parents
- Ability to build trust, upholding high standards while leading with transparency and consistency
- Personal and professional commitment to diversity, equity, and inclusion
- Growth mindset, strong personal efficacy, and a sense of joy in leadership



OUR IDENTITY

With a tradition of excellence dating back more than 45 years, ISB has a reputation as a leading international school and institution at the heart of Asia. Our principles and beliefs are captured in our aspirational Mission and Vision statements, and these are put into action day to day through our Strategic Focus Areas by a team of highly qualified teachers and staff, and a community of students, families, and alumni who share our values. With a mutual core set of values, we are all ISB Dragons.

We have a commitment to diversity, intentional design, and providing robust support so students and staff are socially and emotionally thriving. ISB students enjoy a vibrant school experience in which they can pursue their passions and achieve impressive outcomes. Our Dragon Spirit is shared by students, staff, parents, and alumni and unites us as global citizens in Beijing and around the world. Enrolling at ISB provides an excellent education for your children and lifelong membership of the school's community for the whole family.

WHAT DOES IT MEAN TO BE A DRAGON?

Our Dragon Spirit embraces diversity of thought and cultural exchanges. We are a place for people with curiosity who want to enjoy peer relationships across cultural and international lines.



LIFE AT ISB AND BEIJING

ISB is a progressive, dynamic workplace where students come first and where teachers and support staff are highly valued for the gifts and talents they bring to these young learners. The school offers many opportunities for professional growth, both on campus and with access to workshops and conferences across the globe.

Faculty and support staff (totaling more than 400) represent numerous nationalities, including many from Australia, Canada, China, Columbia, South Africa, the U.K., and the U.S.

At ISB, you will be part of a great team of professionals providing a learning culture which enhances the students' academic abilities through serving their social-emotional needs and physical health. We have an unwavering commitment to safeguarding children, providing a safe place to learn and play, surrounded by a team of adults who want only the best for each child. Working at ISB is rewarding (in both a professional and financial sense) because we are all working towards a common goal – to make ISB the best international school in the world.

Beijing is undergoing an economic, cultural, and artistic renaissance. Only by living in arguably the world's most important city and serving in this remarkable school will you fully understand and appreciate the gifts that Beijing and China can give.

The principles of trust, empathy, and professionalism allow everyone to thrive in their own way at ISB.



JOIN OUR TEAM

Interested candidates should apply directly on our website www.isb.cn/employment. Please submit the following materials as separate PDF files together with your application.

- Brief letter of application stating reason for interest in the position
- A current CV/resume not to exceed two pages
- One page statement of philosophy of education and educational leadership
- List of four references, with name, phone number, and email address (including one from a current supervisor). References will not be contacted without the candidate's permission



Once a Dragon, Always a Dragon