

Vice Principal High School Jobs in Dubai | Guardian Jobs

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Company: Guardian Jobs

Location: , Dubai, United Arab Emirates

Category: other-general

Job Description:

Achieving academic excellence requires that the Vice Principal works collaboratively to lead and nurture members of the school staff and to communicate effectively with parents and members of the community. Inherent in the position are the responsibilities for discipline of students, supervision of staff, curriculum development, program evaluation, supervision of extracurricular activities and financial management.

Job Responsibilities:

Working knowledge of 9-12 level American Curriculum and its inherent unique attributes

Bring an imaginative approach to solving problems and be a good communicator, while working cooperatively with those of differing views

Curriculum/Instruction – The ability to work with staff to identify assessments, concepts and skills. Using Data Management for learning results, and to contribute guidance and assistance to staff in planning and implementing curriculum utilizing appropriate instructional strategies.

Supervise the maintenance of accurate records on student progress

Supervision/Evaluation – The ability to supervise and evaluate staff, programs and activities through knowledge and the commitment to contribute to the improvement of instruction and the effectiveness of programs in general

Participate in quality improvement activities by assisting with the development, implementation and review of standards, policies, procedures and guidelines, evaluation of indicators and reporting of outcomes and trends

Facility Management – The ability to effectively and efficiently utilize and manage the facility and assigned support services through responsible stewardship of school resources

Community Relations – The ability to relate positively to the public; a view of the community/school relationship as a partnership; recognition of the need to be visible and active in the community and understanding the importance of considering community needs and wants

Educational Leadership – The ability to inspire, motivate, guide and direct staff in setting and achieving the highest standards of educational excellence

Educational Renewal – The ability to contribute to constructive educational change and demonstrate knowledge of current practices and research in school improvement

Personnel Management – The ability to recognize school staffing needs, to perceive in candidates the potential for suitability, and to contribute to an effective recruitment selection/retention process

Professional Development – The ability to contribute to the professional development and growth of staff that raise aspirations and expertise

Job Requirements:

Bachelor Degree from a recognized University in the US, UK, CA, AU, NZ, ZA

(Preferably in the US as they teach an American Curriculum)

Master Degree in Education, Leadership Qualification

A TEACHING LICENSE for High School Subject Teaching (Preferably from the US)

Must have excellent English communication skills and could pass an IELTS at level 7 or TOEFL at 102 level

Minimum 5 years teaching experience at High School grade levels with an American Curriculum

Minimum 3 years experience as Vice Principal of High School or similar Senior Leadership position using the American Curriculum

Culturally sensitive, dependable, flexible and able to work in a continuously changing environment

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