

Leadership Search



Escola das Nações
School of the Nations

Executive Director School of the Nations

Brasília, Brazil

Application Deadline: April 17, 2020

Start Date: July 1st, 2021

ISS is pleased to conduct this full search.

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Introduction

School of the Nations is a private, not-for-profit, coeducational, bilingual (English & Portuguese) international day school that offers an educational program from Nursery through Grade 12. The School is Bahá'í-inspired and cultivates in students the values of the oneness of God, of humankind and of religion; unity in diversity; the elimination of all forms of prejudice; equality of men and women; the essential nobility of man; independent investigation of truth; and service to humankind as the primary purpose of life. It was established as a place where children from different countries of diverse backgrounds could build a learning community where they could learn to live peacefully together as “world citizens” in a safe, healthy, happy environment while excelling academically through a challenging, college-preparatory curriculum enriched by values and ethics. Our Founders’ vision became reality on September 1, 1980.



In August 1987, the School, with its 140 students, moved to its current location, on a beautiful campus in a peaceful neighborhood in Brasilia. In 2002, we inaugurated our second campus, just across from the first, to host our Early Childhood Education program for students from 2 to 6. Our community and school continue to grow. Today, School of the Nations educates over 860 students.

Mission, Vision, and Values

Mission

School of the Nations educates students to be world citizens based on standards of academic, bilingual and ethical excellence to develop their capacities to know, love and serve humankind.



Vision

School of the Nations strives to be exemplary among Brazilian and International schools for its commitment to world citizenship and for helping young people develop outstanding academic, ethical and spiritual qualities and a clear understanding of their roles in building a better world.

Values

The School is Bahá'í-inspired and cultivates in students the values of the oneness of God, of humankind and of religion; unity in diversity; the elimination of all forms of prejudice; equality of men and women; the essential nobility of man; independent investigation of truth; and service to humankind as the primary purpose of life.

The School



School Overview

With students and staff from 29 nations and diverse backgrounds, we live the creed that “the Earth is but one country and mankind its citizens.” We nurture a transformational learning culture that supports students in becoming conscientious, compassionate, and capable world citizens.

There is a twofold purpose in our educational programs for students’ development and learning. One is to develop and empower the individual. The other focuses on the ultimate purpose of human life: love toward others and service to humankind. Our responsibility in this age of global interconnectedness is not for our own advancement alone but to contribute to bettering society. Thus, we seek to develop both academic and moral excellence in our students; to cultivate their potentials, which include character, virtues, values, knowledge, and understanding. Our students graduate trilingual and, most importantly, with competencies to not only enter universities of their choice in Brazil and abroad, but to assume active, caring, responsible roles in society.

History

School of the Nations was established as a place where children from different countries of diverse backgrounds could build a learning community where they could learn to live peacefully together as “world citizens” in a safe, healthy, happy environment while excelling academically through a challenging, college-preparatory curriculum enriched by values and ethics. Our Founders’ vision became reality on September 1, 1980.

The school opened with only 17 students and three rented classrooms in the recently built Independent British Institute (IBI). By 1981, the School had grown to 37 students, and classrooms occupied an entire wing of the Presbyterian Institute in Lago Sul, Brasilia. Over the next three years, School of the Nations would grow to serve nearly 100 students. In August 1987, the School, with its 140 students, moved to its current location, on a beautiful campus in a peaceful neighborhood in Brasilia. In 2002, we inaugurated our second campus, just across from the first, to host our Early Childhood Education program for students from 2 to 6. Our community and school continue to grow. Today, School of the Nations educates over 850 students.



Campus

The School has two campuses—the Early Childhood Campus for Nursery through Grade 1 and the Main Campus for Grades 2–12.



Curriculum

The School's college-preparatory program emphasizes the development of academic bilingual proficiency in English and Portuguese. From Grade 9 onward, students enroll in either the Bilingual High School Program or the International High School Program. Students earn both the US and Brazilian High School diplomas upon meeting graduation requirements for each. School of the Nations offers the AP Capstone Diploma Program of the College Board. Students

take AP Seminar in Grade 11 and AP Research in Grade 12. Students who earn a score of 3 or higher in both AP Seminar and AP Research and on four additional AP Exams of their choice are granted the AP Capstone Diploma by the College Board.

Moral Education & Community Service

Our moral education program focuses on fostering students' understanding of the dynamic role they play in constructing a peaceful, just and sustainable civilization. All students actively engage in developing the moral capacities they need to secure personal and social change. Community service is at the heart of our program and serves as a concrete expression of putting ideals into action. Students must complete 60 hours of community service throughout high school to graduate.

Extra-Curricular Activities

After-School activities include acrobatic & rhythmic gymnastics, ballet, band, basketball, capoeira, cheerleading, cooking, criart, musiart & playart, dance, drama, financial education, French, guitar, judo, karate, keyboard band, maker space, soccer, and volleyball.



Students

The average number of students per class at School of the Nations was 19. In 2018-2019, our student body represented 29 countries, including Brazil. 9.7% of our students were from countries other than Brazil. Eight-hundred sixty-eight students were enrolled at School of the Nations in 2018-2019.

Faculty

The School has 90 teachers on staff, 1% of whom hold a Ph.D., 21% Master's degrees, 9% postgraduate degrees, and the remainder Bachelor's. Twenty-three teachers (25.5%) are foreign nationals.

Governance

The School Board of School of the Nations is ultimately responsible for all School concerns. It has the mission to uphold the Bahá'í-inspired principles upon which the school was founded, determine policy and to oversee the school's long-range strategic goals and school improvement plans.



The School Board shall concern itself primarily with broad questions of policy and with the appraisal of strategic results. It delegates executive, supervisory and instructional authority to the Executive Director (ultimately responsible for the effective administration and supervision of the entire School) and appraises the results achieved in the light of the vision, mission, and values of the School system.

Professional Development

School of the Nations provides annual high quality, on-campus, professional development opportunities.

Accreditation/Affiliations

School of the Nations is accredited internationally by Cognia and nationally by the Secretary of Education of the Federal District.

Parents & Guardians

School of the Nations has a Parent-Teacher Association (PTA). The PTA is a link between parents and teachers. It is a platform from which parents and teachers within our school discuss concerns they believe to be of interest to other parents and teachers. The PTA actively takes part in school events - teacher appreciation breakfasts, book clubs, art clubs, and English Tea Time.



Academic Calendar

The school year consists of 200 school days and is divided into two semesters—the first, from August to December, and the second, from January to June. The school day begins at 7:45 a.m. for Grades 6 through 12, 8:00 a.m. for Grades 2 through 5, and 8:10 a.m. for Early Childhood. School ends at 3:00 p.m. for Grades 2 through 5 and at 3:10 p.m. for Early Childhood and Grades 6 through 12.



Early Childhood Education

We offer an integrated, bilingual program for children from 2 to 6 years old. Our educational program promotes children's abilities to think, learn and love in the context of service to humanity. Children have opportunities to learn and explore in ways that respond to their needs and interests. The main focus during Nursery School years is social, language and conceptual development where educators guide their innate curiosity towards

developing these skills. In Pre-Kindergarten, the students begin to use English to communicate intentionally and the teaching is geared to develop children's expressive language skills through songs, visual and audio resources. Once in Kindergarten, children begin to use their oral language skills in a more structured way and the need to express themselves in English increases as their understanding of letter names and sounds comes together. Finally, in Grade 1, students get 50% of their classroom instruction in English and the other 50% in Portuguese. The program of study in Grade 1 focuses on reading and writing, immersed in a literacy-rich environment, children start to read short texts and show a solid understanding of them in both languages. Our vertically and horizontally aligned curriculum for all disciplines spark curiosity to explore nature, encourage students to ask questions, learn of life and of themselves, and inspire their desire to serve their community.

Elementary School

Students in Elementary School experience physical and intellectual growth and develop their curiosity and desire to discover. Our Elementary Program provides a warm, caring, and family-like learning environment as students engage in diverse and rich learning. Our dual-language program aims to develop students' bilingualism and biliteracy, academic achievement, and cross-cultural competencies.

Programs are developmental and recognize individual differences in learning styles and the pace at which each student develops. All classes help cultivate respect, cooperation, friendship, and other virtues, which we refer to as "Virtues for Life."



One way School of the Nations promotes a positive learning environment is through Positive Discipline, in which relationships are based on mutual respect, cooperation, effective communication, and care. As educators, we want to help ensure that students who face challenges or who have not yet internalized responsibilities or social skills have access to strategies to help them overcome their difficulties. Interdisciplinary projects help develop students' talents and encourage

cooperation, unity, and appreciation for diversity by addressing a wide variety of themes, such as moral values, health, ecology, cultural pluralism, peace, and the physical, emotional, and cognitive changes that are hallmarks of the elementary years.

The English/Portuguese as additional language programs are designed for students who have limited or no language skills in either or both languages. The student remains in the Program until he or she can communicate successfully with teachers and classmates and has acquired functional reading and writing skills.

Secondary School

Overview

Our Secondary School focuses on developing students' integral abilities as lifelong learners, highly reflective thinkers, and responsive citizens who take an active role in society. Adolescents thrive in a challenging, nurturing environment, one that is respectful of their developmental needs. Young people need to internalize values, abilities and self-discipline to achieve and sustain progress in their academic, professional and personal lives.

Student success involves developing ethical and moral character and cultivating their ability to think critically and deeply. We strive to make all facets of our programs mutually enriching and reinforcing in educating students' minds, bodies and hearts. The fruit of an excellent secondary education are students who are morally coherent and intellectually prepared to continually transform themselves to live a productive life - one of service within the context of an ever-changing world.



Middle School

Middle School is a time of transformation during which students are becoming young adolescents. They become more reflective, aware of their social responsibilities, and competent in developing their skills 'to learn how to learn' and 'learn how to be.'

School of the Nations' Middle School Program, for students in grades 6 through 8, builds on the foundations of integral education from elementary school. We provide rigorous, bilingual, college-preparatory academic programs balanced with social, moral, artistic and physical education. Our National and International Programs aim at preparing students for success in higher grades and developing students' abilities to contribute to bettering the world. Cognitive growth at this age allows students to think in more abstract and complex ways, skills young people need to prepare for jobs that demand flexible, creative thinking that few were required, or educated, to do in the past.

Pre- and early adolescence are a time of joy, discovery, growth and change during which students seek greater individual freedom and explore new behaviors, attitudes and beliefs. Academically, this

phase involves two major transitions – the first, from Elementary to Middle School and the second from Middle to High School. Other transitions students experience between the ages of 10 and 14 include their physical, cognitive, social, personality, language and moral development. Those with a strong support network of sensitive and caring family, teachers and friends are well-prepared to meet the challenges of adolescence and to be successful in middle school.

Our Middle School provides the nurturing, family-like atmosphere of elementary school, but with broader academic activities. The curriculum builds on and extends the academic and social skills learned in elementary and provides a foundation of knowledge and skills essential to success in academics and in life. Classes are limited to 25 students.

High School

Both our Bilingual and International High School Programs prepare students to enter colleges and universities of their choice. Which program is best for a given student depends on his or her career plans and family. What is clear, is that both programs offer students rigorous courses, including various AP's (Advanced Placement).



Students in our Bilingual Program are accepted not only to top Brazilian universities but also to universities abroad. Similarly, students in our International Program pass the Vestibular at the University of Brasília and other Federal universities in Brazil. Our College Counseling Department makes sure to guide students and families throughout the process. Regardless which High School Program a student chooses, students in both programs take many classes together as well as share projects and go on field trips and outings.

The Bahá'í Faith

The Bahá'í Faith is the youngest of the world's independent religions. Its founder, Bahá'u'lláh (1817-1892), is regarded by Bahá'ís as the most recent in the line of Messengers of God that stretches back beyond recorded time and that includes Abraham, Moses, Buddha, Krishna, Zoroaster, Christ and Muhammad.



The central theme of Bahá'u'lláh's message is that humanity is a single race and the day has come for its unification into one global society. God, Bahá'u'lláh said, has set in motion historic forces that are breaking down traditional barriers of race, class, creed, and nation and that will, in time, give birth to a universal civilization. The principal challenge facing the peoples of the earth is to accept the fact of their oneness and to help the processes of unification while respecting the principle of unity in diversity, one of the core principles of the Bahá'í Faith.

Fast Facts

Year Established	1980
Accreditation Agency	Cognia
School type	Coeducational, private, not for profit, day school
Language of Instruction	English, Portuguese and Spanish
Tuition (2019-2020)	US\$13,000 - \$16,500
Total Enrollment	853
Lower School Enrollment	510
Middle School Enrollment	158
Upper School Enrollment	185
Average % Home Country Nationals	88%
Student Age Range	2 to 18 years
Student Nationalities	29
Student to Teacher ratio	10:1
Number of Faculty	85
Number of Board Governors	5
Percentage of Annual Student Turnover	14%
Annual Operating Budget	\$10 million

Position Overview

The Executive Director is the Head of the School and reports to the School Board. He/she will oversee the schoolwide academic program and the day-to-day operations of the school. The Executive Director will lead the School in advancing its vision, mission, strategic intent, and initiatives.

Duties & Responsibilities

General duties and responsibilities of the Executive Director include:

- Effectively leading the administrative and academic personnel.
- Promoting the philosophical principles of the Bahá'í Faith in the School's educational process and ensuring they are observed.
- Maintaining a high standard of education and overseeing the supervision and evaluation of all School activities.
- Developing, coordinating, and implementing the annual budget.
- Ensuring the School campus is safe and secure for both students and staff and that it meets the needs of the programs offered.
- Guaranteeing the welfare, safety, and security of students taking part in all School programs.
- Recruiting, hiring, supervising, transferring, and dismissing faculty and staff.
- Organizing professional development of faculty and staff through innovative measures, benchmarking strategies, and best practices.
- Maintaining effective, positive, and proactive communication with the Board, administration, faculty, staff, students, parents, the Ministry of Education, Accreditation Organizations, and the wider School community.
- Overseeing the completion, implementation, and monitoring of the strategic plan.
- Additional duties and responsibilities as prescribed by the Board.

Academic & Professional Qualifications

Required:

- Previous experience as Head of School/Superintendent/Director or in lieu:
 - A proven track record of demonstrated educational leadership experience and success with over 15 years of experience in K-12 education.
- A graduate degree (MA, MS, Ed.D., Ph.D.) in education or educational leadership
- Fluency in written and spoken English
- Experience with innovative best practice teaching and learning
- Intermediate financial/budgetary skills
- Candidates must have a deep understanding of the Bahá'í religion, its principles and its social economic development projects.

IMPORTANT: Candidates who are not Bahá'í must carefully research the Bahá'í religion to make sure they will be a good fit for a school based on Bahá'í principles and values.
- Commitment to thoroughly understand the 40-year history of the school, and its programs

Skills/Experience/Attributes Sought

The following will be considered as favorable for the candidate:

- Previous experience in international schools
- Previous experience in Latin America – especially Brazil
- Fluency in Portuguese or Spanish
- Previous experience as a K-12 teacher
- Experience with Advancement work and fund raising
- Experience with school construction and/or major renovation
- History of successful teacher recruiting

Professional Qualities

The Executive Director will have to:

- Uphold the School’s vision, mission, and core values.
- Be committed to the philosophy of education and values of the School.
- Work positively with diverse constituencies through collaboration, team building, and diplomacy.
- Be a firm decision-maker and a clear communicator; honest and transparent.
- Lead a learning environment that cultivates 21st-century learning skills.
- Advocate and support teaching and learning as a learning leader.
- Recruit, retain, and further develop outstanding faculty, staff, and administrators.
- Foster channels of communication and support within the School community to create a positive and inclusive school environment.
- Ensure the efficient and effective allocation of resources.
- Advance the school’s vision, mission, and core values through marketing, networking, and developing mutually beneficial partnerships.
- Provide a safe and secure environment for all students, teachers, and staff.

Personal Attributes

- Evidence of a commitment to a multiyear tenure of service
- Excellent interpersonal skills, which include being approachable, being a good listener, and being an effective communicator verbally and in writing.
- Understanding, respecting, valuing, and engaging in the local culture.
- Collaborative leadership style that translates into being a team and consensus builder.
- Supportive, empathetic, and compassionate, yet able to make difficult decisions in the best interest of students and the School community.
- Flexible and creative in conflict resolution.
- Community-minded, involved, and inclusive.
- High visibility in the school and school community
- Balanced lifestyle
- Servant leader/Humble
- Energetic
- Hands on leader

Salary & Benefits

- Competitive salary for the region
- Annual air ticket from and to point of origin (dependents included)
- Housing provided
- Shipping allowance
- Settling in allowance
- Health Insurance (dependents included)
- Three months of a rented vehicle
- Life insurance
- Luggage Allowance reimbursement
- Retirement fund - FGTS (monthly payments 8% to a governmental account in name of the individual).

Application Instructions

Effective Date: July 1, 2021

Application Deadline: April 17, 2020

ISS Senior Leadership Executive, Governed Schools and Administrative Searches, Mr. David Randall, will serve as the lead consultant for the School of the Nations Executive Director search. He will be assisted by Ms. Ashley Wotowey and other members of the ISS staff.

In **one** PDF document, please send a formal letter of interest (cover letter) specific to this position no longer than two pages, along with your CV to drandall@iss.edu and copy awotowey@iss.edu. The cover letter should address your understanding of the principles and values of the Baha'i religion and how you will implement them in the role of Executive Director of the School of the Nations.

Once the cover letter and the CV are received, you will be contacted by Ashley Wotowey regarding the next steps to follow for consideration.

Applicants are asked to submit their letter of interest and CV and complete all necessary application steps as early as possible, as ISS and School of the Nations reserve the right to close the selection process at any time if an ideal candidate is found.