



Head of School Application

Please return completed application to
hos.search.team@concordiashanghai.org

PERSONAL DETAILS

Surname			
First Name		Initial	
E-mail			
Alternate E-mail			
Contact Address			
Contact Phone		Skype User Name	
Permanent address if different from above			
Church Affiliation and place of			
Birth Date		Birthplace(country)	
Citizenship		Social Security	
Passport No.			

You may also submit a current curriculum vitae instead of completing the EDUCATION and EMPLOYMENT sections.

EDUCATION: Please list most recent first.

Degree/Major	College/University	Date

EMPLOYMENT: Begin with your most recent employment.

School & Location	Assignment	From/To (mm/yyyy)	Total Years	Full- or Part-Time (If part-time, note %)

The following questions are to assist us in determining employment opportunities for your spouse (if applicable) and appropriate school placement for your children (if any). The information will be used to meet the needs of your family only.

Name of spouse	
Position sought	
Name and ages of children and present grade levels	
Do any of your children have special learning needs? If so, what services are they presently receiving?	

Electronic Portfolio (such as LinkedIn, Personal Blogs, Facebook, etc.)

ADDITIONAL PROFESSIONAL EXPERIENCE: Please check if included in curriculum vitae.

Extracurricular: List activities (e.g. sports, arts, publications) in which you have leadership/coaching competence and interest. Indicate years of experience with each.
Professional Contributions: List titles of publications authored, workshops led, or service initiatives in which you have been involved.
Professional Recognition: List any honors or awards you have received for your educational contribution.
Personal Statements: If completing the application in hard copy form then please attach your responses to this application.
1. Describe your perspective on the role of HOS in relation to the various stakeholders.

2. Describe your personal leadership style, providing an example of an important leadership decision or change that has contributed positively to your school, institution, or organization. Include the challenges you faced with this decision.

3. How does a Lutheran HOS serve a diverse school community (faculty & students) comprised of various Christian and other faith traditions?

4. If you were the HOS for Concordia Shanghai what would be your criteria for hiring faculty and staff?

5. What do you know about Concordia and what excites you about this opportunity? What appeals to you about this position?

6. What is important for the search committee to know about you as an applicant? What gifts and strengths would you bring to this role?

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7. Articulate your personal mission statement.

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REFERENCES*: Please include the following: a supervisor, a colleague, and other community stake holders. ****No reference calls will be made unless you are a finalist in the process.***

Name + Title	
Relationship	
School/Organization	
Contact Phone	
Email	
Name + Title	
Relationship	
School/Organization	
Contact Phone	
Email	
Name + Title	
Relationship	
School/Organization	
Contact Phone	
Email Address	

Thank you for completing the application. Please save the file as: `firstname_lastname_HOS_Search` and then email to

hos.search.team@concordiashanghai.org