

Munich International School (MIS), located in Starnberg, South of Munich, Germany, is an outstanding, innovative and comprehensive international school for students aged 4 to 18 years. Munich International School nurtures, challenges and inspires our students to become academically successful, life-long learners, creative and innovative thinkers, ethical, globally-minded contributors, and healthy, well-balanced individuals who will thrive and make a positive impact in a complex and changing world.

We are looking for a

Middle School Assistant Principal (m/f/d)

As a full-time position, beginning 1st August 2023.

Position description:

The Middle School Assistant Principal role is a multi-faceted leadership position ideally suited for a passionate and experienced middle school educator. The Middle School Assistant Principal understands the importance of supporting pre- and young adolescent students in developing the skills and competencies needed to navigate grades 5 to 8 and to prepare for later learning and adult life. They support students to develop a positive self-image and strong sense of self. They encourage students to develop positive relationships with peers and adults. They promote a learning community in which students develop the confidence and independence to engage in challenging academic learning and become engaged, self-directed lifelong learners.

The Middle School Assistant Principal works with the Middle School Principal to develop and implement a comprehensive, meaningful, and inclusive student life and leadership programme in the school. This programme enables all Middle School students to participate in learning opportunities beyond the classroom that promote our school values, our mission, and the social and emotional needs of middle-level students.

The Middle School Assistant Principal is:

- An **advocate for middle school learning** who inspires students to work collaboratively and to develop appropriate relationships with their peers and teachers
- An **experienced educator** with a deep commitment to middle school education, including student wellbeing, with a strong understanding of the best approaches to support social and emotional development in pre- and young adolescents
- A **confident leader** who can inspire a dedicated, talented, and experienced team of middle school educators and staff
- A **proven collaborator** who has the confidence of colleagues and promotes a positive sense of collegiality within the middle school
- A **thoughtful advocate** who supports middle school students in making the right decisions and resolving problems and conflicts
- A **committed champion** for students who promotes a middle school culture in which all students feel valued and experience agency, support, and safety
- A **skilled project manager** who can drive initiatives from ideation through to complete implementation and review

- A ***promoter of student wellbeing*** who develops, implements, and monitors programmes designed to support student leadership, school spirit, physical movement, and experiential learning.

Primary responsibilities of the role:

- **Implement and lead** a student leadership model with emphasis on real action by students for students. This includes a student council, various committees such as an assembly committee, special activity committees, special interest council, clubs
- **Conduct** regular reviews of the MS student leadership model and opportunities for student engagement with a view to ensure these meet current student needs
- **Develop** a scope and sequence of appropriate leadership skills for MS students and devise opportunities for students to acquire and practice these skills
- **Design and monitor** a student supervision model to ensure student safety and wellbeing during scheduled breaks and before and after school
- With support from the principal, **oversee and innovate** the behaviour management model to support students to internalise and uphold school values and learn from their mistakes
- **Participate** in middle school student support team meetings and work with other team members to implement student support plans
- **Act as** advisor to the MS Student Council
- **Promote and support** opportunities for student-led activities, events, and initiatives
- **Support and advise** the House System Coordinator
- **Work with** MS teachers and staff to develop opportunities for students to engage in learning beyond the classroom i.e. field trips, special events at school, and collaborations with other schools and organisations
- **Review** our current homeroom program in order to develop and implement an approach to homeroom that emphasises community building
- **Organise** new student orientation in August and oversee orientation of new students throughout the year
- Through regular communication with families, **promote** a collaborative model of care for students that prioritises the home-school relationship
- **Lead** the team tasked with reviewing and updating the MS Ethics program
- **Mentor** teachers as needed to support best practices in the areas of social and emotional learning and behaviour management
- **Complete** various duties as a member of the Middle School leadership team

Preferred Qualifications

- Qualified and experienced Middle School educator (government-issued license from a national, provincial, or state agency).
- Fluent in English; preferably proficient in German.
- Excellent organizational and interpersonal skills.
- Passionately committed to supporting Middle School students and Middle School teachers to achieve the mission of Munich International School.

- Ability to work collaboratively with diverse people and to maintain a purpose-oriented and win-win approach, even in the face of disagreement or conflict.
- Ability to work effectively both independently and as part of a team and to uphold school policies in all situations.
- Creative, solutions-oriented, and excited to work in an international and intercultural setting.

Candidates should be able to demonstrate that they are:

- Aligned to the Mission, Vision and Values of the school;
- Committed to high standards of teaching and learning;
- An excellent classroom practitioner;
- Inter-culturally aware with well-developed interpersonal skills;
- Innovative; a team player; flexible;
- Technologically adept

And last but not least, able to bring something exceptional to MIS.

What we have to offer:

- An exciting position in a unique, international environment
- A modern workplace with exceptional resources
- Remuneration: Monthly salary (based on in-house collective agreements), 13th month salary, holiday bonus and meal allowance, relocation package
- Contractual term: initial 2 year contract

Application Procedure:

Candidates should send their application to employment@mis-munich.de. Please check the details on our home page (<https://www.mis-munich.de/careers/vacancies>).

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