



**DIRECTOR OF TEACHING
AND LEARNING
AMERICAN INTERNATIONAL
SCHOOL OF ABUJA**

Application Deadline: December 1, 2024

Come join our team.

Introduction

The **American International School of Abuja** (AISA) is a private, non-profit, coeducational, college preparatory day school offering U.S. accredited programs in an English language setting from preschool (age 3) through grade 12. Located in Nigeria's capital, AISA was founded in 1993, serving a diverse, multi-cultural community. The school year comprises of 2 semesters beginning in August and ending in June. AISA has 182 instructional days. The school is accredited by the Middle States Association. AISA is a member of the Association of International Schools in Africa (AISA) and the West African International Schools Activities League (WAISAL)



Mission & Vision



Mission

Challenge, Collaborate, Empower: Inspiring Global Citizens to be Lifelong Learners

Vision

The AISA vision is to be a world-class international school that develops students' skills, knowledge and character to enable them to achieve their full potential and pursue their dreams.

Core Values

- All people have equal inherent worth and dignity.
- Collaboration and consensus-building contribute to an effective community.
- Embracing diversity strengthens individuals and unifies our community.
- Continuous growth and perseverance are fundamental in pursuing one's goals.
- Intentionally building trust facilitates dependable relationships

An AISA Graduate

- Is passionate and self-motivated in pursuing their individual personal and academic interests.
- Models integrity and respects the local and global community, its people, and the environment.
- Exhibits strong social, communication, and leadership skills.
- Seeks, builds, and maintains personal and professional networks.
- Is creative and resourceful in finding opportunities for enrichment.
- Demonstrates open-mindedness.
- Takes responsibility for their actions and stands up for their beliefs.
- Uses technology to enhance their learning.
- Communicates in more than one language.



The School

Curriculum

The AISA secondary curriculum is based on a combination of Common Core and AERO (American Education Reaches Out) standards and benchmarks. In the High School, the Advanced Placement Programs are offered including the AP Capstone Program, which add further academic rigor to the educational program.

The AISA elementary reading and writing curriculum uses a bespoke combination of Teachers College Units of Study, Words Their Way/Study and Fountas and Pinnell. Our common core standards-based math program uses Bridges as its base. Science follows the NGSS standards, with Amplify as its main program. Social studies is a resource based program aligned with AERO standards. We offer World Language classes in Spanish and French from Grades 1-5, as well as PE, Music, and Art, all following American standards. Our unique Nigerian Studies program introduces students to Nigerian culture and languages. The FrogStreet curriculum assists our Early Childhood team with the integration of developmental domains and early learning disciplines.

AISA faculty design units of instruction using the “Understanding by Design” (UbD) framework with a focus on aligning assessment and instruction to standards. Integration of technology, differentiation and cross- curricular connections are all hallmarks of the UbD design process. AISA is continuing the journey of becoming a school dedicated to implementing a comprehensive standards-based learning system.

Faculty and Administration

In the 2024-2025 school year, AISA has 44 full-time teachers, 24 of whom are U.S. citizens, 10 host-country nationals, and 10 third-country nationals from Australia, Brazil, Germany, Spain, Philippines, Bolivia, Canada, Ghana, and the UK. AISA also employs 24 full-time teaching assistants with at least 1 in each elementary classroom. All teachers hold advanced or post graduate degrees that qualify them to teach in their assigned subject areas.

The administrative team consists of the Head of School, Early Childhood and Elementary School Principal, Middle and High School Principal, and is further supplemented by the Business and Operations Manager and Director of Technology to comprise the educational operations team.

Governance

AISA is governed by a seven-member Board of Governors. Six members are elected to two-year terms by the parents of children enrolled at the school and one member is appointed by the U.S. Ambassador. In response to legal requirements in Nigeria, there is also a three-person Board of Trustees that works in a collaborative manner with the Board of Governors on the most strategic of school developments.



Campus

Facilities

The school includes 36 classrooms, EAL and Learning Support centers, 2 science labs, a library media center, 2 music rooms, 2 art rooms, a multipurpose hall, 16 administrative offices, a conference room, a clinic, and a school store. The school also has a swimming pool, soccer field, 2 basketball courts, tennis court, running track, golf court, 2 playgrounds and a snacks bar.

The school has purpose-built multiple four-story buildings on the campus that accommodate all of the overseas hire faculty and administrators.



The Position

Values and Attitudes

At AIS Abuja, we value collaboration, innovation, diversity, integrity, excellence, respectfulness. The ideal candidate should embody these values while also being passionate about teaching & learning

Skills and Qualifications

1. Bachelor's degree in Education or related field (Master's degree preferred)
2. Minimum 2 years experience as a Director of Teaching and Learning or similar role
3. Strong knowledge of United States curriculum standards
4. Experience working with whole school education stages
5. Excellent communication skills, both written and verbal
6. Ability to lead professional development sessions for teachers
7. Demonstrated ability to analyze data and make informed decisions about instructional practices

Description of Duties

1. Develops policies that promote effective instruction.
2. Oversees the implementation and review of curricula across all grade levels.
3. Ensures that instructional materials align with school guidelines.
4. Monitors student achievement through assessments such as standardized tests.
5. Provides leadership on issues related to teaching strategies.
6. Collaborates with other administrators on budgeting matters related to instruction.
7. Ability to lead professional development sessions for teachers
8. Additional responsibilities will also be allocated to this position as seen fit by the school administration including extensive work relating to the school's accreditation with the Middle States Association of Colleges and Schools.

Salary and Benefits

The salary and benefit package for teachers is competitive and will be commensurate with the candidate's qualifications and experience.

Procedure for submitting an Application

Candidates should send the information listed below as a single pdf file attached to an email, sent to the Head of School, Mr. Greg Hughes (greg.hughes@aisabuja.com) and humanresources@aisabuja.com:

- A letter of application, explaining your strengths as a candidate and why you are interested in this particular position at AISA.
- A current résumé not to exceed two pages.
- A one-page list of references who have served as immediate supervisors with current addresses, phone numbers and email addresses.
- A maximum of four letters of reference (scanned at low resolution) that may already be in your possession.

Fast Facts

Year Established	1993
Accreditation Agency	MSA
School type	Independent, non-profit
Language of Instruction	English
Total Enrollment	397
Primary School Enrolment	212
Secondary School Enrolment	185
Grades	Preschool - Grade 12
Student Age Range	Age 3-18
Student Nationalities	44
Average % Home Country Nationals	22.8%
Student to Teacher ratio	12:1
Number of Faculty	44
Faculty Nationalities	11
Number of Board Members	7