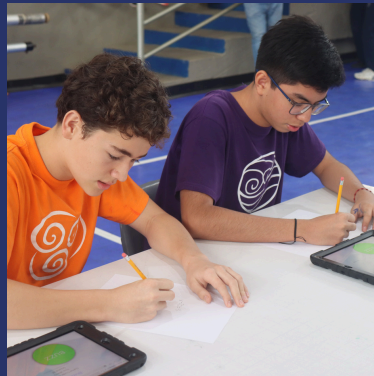


COLEGIO PANAMERICANO

Bucaramanga, Colombia



LOWER SCHOOL PRINCIPAL

POSITION
ANNOUNCEMENT





SCHOOL OVERVIEW

Since 1963 Colegio Panamericano has been providing an outstanding, well-rounded education to students in the Bucaramanga metropolitan area. As the only international school in the Santander region that employs native-English speakers from abroad, Colegio Panamericano strives to provide our students with a global perspective unique to our area.

VISION

We envision our graduates as socially responsible, adaptable, life-long learners and leaders capable of passionately pursuing their dreams.

PURPOSE

Colegio Panamericano is a progressive, non-profit educational community with a global perspective offering both colombian and U.S diplomas. Our rigorous curriculum and exemplary faculty empower students to develop their intellectual, physical, and ethical potentials in preparation for a quality university education and a successful life.

ACCREDITATIONS



HIGHLIGHTS OF THE ACADEMIC PROGRAM

- Colegio Panamericano **received its first Cognia certification in 1994.**
- In November 2018, Colegio Panamericano became the first school in South America to have its STEM program certified by **Cognia.**
- **Project-based learning** is embedded throughout the curriculum, and most courses engage students in long-term investigative projects, which often address local issues affecting the community.
- Our curriculum is taught **80% in English and 20% in Spanish.**
- Our students graduate with a **double degree**, both Colombian and American.
- All students complete at least **80 community service hours**, before graduation.

SENIOR PROJECT

Each year, our seniors complete a Senior Project that includes research, an internship, and a presentation evaluated by professionals from various fields. This experience helps prepare them for university and their future careers.

PANAMERICAN DAYS & HOUSE SYSTEM

Our four houses — Fire, Earth, Wind, and Water represent our core values: enthusiasm and loyalty, optimism and dreams, perseverance, and transparency and honesty.



STUDENT COUNCIL

STUCO, present in Lower and Upper School, is made up of 21 students who foster leadership and organize events that build school spirit.

STAFF

35%

International Teachers

28%

Teachers with Master degrees

64%

Local Teachers



PROFESSIONAL DEVELOPMENT & WELLBEING

Professional Development is an essential part of being an international school. **As members of TriAssociation, AMISA, and Cognia**, our educators have access to a diverse range of learning opportunities. Since the pandemic, more and more workshops have moved online, increasing access to teachers all over the world.

In-Person, on-Campus Trainings:

- Deeper Learning Workshop: John Spencer Education
- Hosted ACCAS Early Years Principals' Conference
- Programa de formación docente para promoción de relaciones sanas dentro del ambiente escolar: Encuadre
- Non-Violent Communication with Dr. Smith

Online Trainings:

- Child Protection Training, Level 1 and Level II: ICMEC
- ISS EduPassport: Various Trainings
- NGSS Science Standards: NGSS

In-Person Trainings:

- TriAssociation Educators' Conference: Lincoln School, San Jose Costa Rica
- AMISA Leadership Conference: Cartagena, Colombia
- AMISA Educators' Conference: Rio de Janeiro, Brazil
- AMISA Music Conference: Bogota, Colombia
- Inclusion by Design: Bogota, Colombia
- AP Summer Institute: Boston, USA
- TriAssociation Sports: Queretaro, Mexico

Teacher and Staff Wellbeing:

Throughout the academic year, several initiatives were organized to strengthen staff wellbeing, institutional identity, and community spirit. Activities included Sweet Wednesday trivia session, celebrations such as Love and Friendship Day, Thanksgiving, Valentine's Day, and a Children's Christmas Party for employees' families. Institutional initiatives like the distribution of House and polo shirts, a House Fair, Panamerican Days, and a costume contest promoted teamwork, creativity, and a sense of belonging. Additionally, the "Words that Matter" wellbeing initiative was launched, encouraging positive recognition and messages within the school community. Staff members were also recognized with seasonal appreciation gifts and Christmas baskets as a token of gratitude for their commitment.





POSITION OVERVIEW

The **Lower School Principal** is an integral part of the Senior Leadership Team who works collaboratively with colleagues to advance Colegio Panamericano's mission and centers their work through the school's core values. The Lower School Principal provides instructional leadership, supports and develops teachers, oversees curriculum implementation, and promotes a positive, student-centered learning environment grounded in high academic expectations and strong relationships. The Lower School Principal is approachable, reflective, and forward-thinking with experience in elementary education, a commitment to international education, and the ability to lead a cohesive and collaborative school community.

Reports to: General Director

Supervises: All Grades 1-6 teachers, support staff, and counselors.

1. KEY RESPONSIBILITIES

- Lead the daily operations of the Lower School, ensuring a safe, organized, and supportive learning environment.
- Implement the school's mission, vision, policies, and strategic priorities.
- Establish consistent expectations for student behavior, academic performance, and personal responsibility.
- Monitor student progress and school performance data to guide improvement.
- Responsibly maintain a division budget including materials, technology, and professional development.
- Collaborate with the General Director and other school leaders to ensure alignment across divisions.
- Promote a culture of continuous improvement, professional accountability, and shared responsibility for student success.

2. EDUCATIONAL LEADERSHIP AND INSTRUCTION

- Oversee curriculum implementation, ensuring alignment with U.S. school standards and learning objectives.
- Guide teachers in implementing PBL in the classroom.
- Promote high-quality, student-centered instruction that develops foundational skills, critical thinking, and a love of learning.
- Conduct classroom observations, evaluate teaching practices, and provide constructive feedback to teachers.
- Use MAP scores and other assessment data to improve instruction and student outcomes.
- Ensure appropriate differentiation and support for students with diverse learning needs.
- Coordinate with other divisions to ensure curriculum continuity and smooth student transitions.
- Work collaboratively with counselors, learning support personnel, and other specialists to support students' academic, social, and emotional development.

3. STAFF SUPERVISION AND DEVELOPMENT

- Supervise, mentor, and evaluate Lower School teachers, establishing clear expectations for professional performance.
- Promote collaborative planning, effective teaching practices, and shared responsibility for student learning.
- Identify professional development needs and coordinate opportunities for staff growth.
- Support the onboarding and integration of new teachers.
- Address staff performance concerns and conflicts promptly, fairly, and professionally.
- Foster a positive professional culture built on respect, accountability, and staff well-being.

4. PARENT AND COMMUNITY ENGAGEMENT

- Build positive, professional, and productive relationships with parents and guardians to support student success.
- Communicate clearly and consistently regarding academic progress, well-being, school expectations, and relevant initiatives.
- Address parent concerns in a timely, respectful, and solution-oriented manner.
- Support teachers in maintaining constructive family relationships.
- Collaborate with counselors and support personnel to address students' academic, social, and emotional needs.
- Promote a school culture grounded in mutual respect, student safety, and community engagement.

5. QUALIFICATIONS AND EXPERIENCE

- Master's degree in Education, Educational Leadership, or a related field.
- Teaching qualification and significant elementary education experience.
- Demonstrated experience in educational leadership, teacher supervision, and instructional improvement.
- Native English and high proficiency in Spanish.
- Experience in an international, bilingual, or American-curriculum school is strongly preferred.
- Strong communication, organizational, interpersonal, and conflict-resolution skills.
- Ability to use data and evidence-based practices to improve teaching and learning.
- A collaborative leadership style characterized by approachability, professionalism, accountability, and high expectations.
- Commitment to student well-being, safeguarding, professional ethics, and continuous improvement.



In Lower School, social emotional learning is a critical part of helping shape our students into the best human beings possible. That is why, this school year we have more than quadrupled our time dedicated to social emotional learning. This has come in the form of Responsive Classroom and Morning Meeting, embedding a 25 minute community time school wide to begin our school day. Furthermore, every member of our staff has committed to creating safe, joyful and engaging classrooms. This is also being supported by our SEL curriculum and our latest addition, Big Bad Boo, which teaches lessons through the use of cartoons and story telling.



A WELCOMING COMMUNITY

Bucaramanga is known for its friendly locals and diverse community. As a prospective educator at Panamericano School, you'll have the opportunity to connect with both fellow teachers and residents, enriching your experience in Colombia.

Explore the beauty and culture of Bucaramanga and Santander, and discover why this region is an excellent choice for international educators looking to make a difference.

- Enjoy the city's numerous parks, including Parque del Chicamocha and Parque La Flora, perfect for leisurely strolls, picnics, or outdoor activities.
- Explore iconic sites such as the Cathedral of Bucaramanga, the beautiful Parque de los niños, and the impressive Cristo Rey statue that offers stunning views of the city.
- Just a short drive away, the Chicamocha National Park offers thrilling outdoor activities, including paragliding, hiking, and a breathtaking cable car ride over the canyon.
- Experience the rich flavors of Santander through its delicious cuisine, including dishes like arepas, cabrito, and the famous hormigas culonas (giant ants).



APPLICATION PROCESS

Application Deadline: November 1st, 2026

Starting: July 2027

Qualified candidates submit the following material:

- Cover Letter expressing your interest and qualifications for the position.
- CV or Resume (not to exceed **3** pages)
- A list of **4** professional references including current and previous supervisors.

Submit all materials in **1** PDF document to General Director, Dr. E. Adam Smith: adam.smith@panamericano.edu.co

FOR THE FUTURE OF OUR CHILDREN, AND THE GENERATIONS TO COME.



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