AMERICAN INTERNATIONAL SCHOOL IN EGYPT



CANDIDATE BRIEF

Middle School Principal at American International School in Egypt - West Campus (AISE-West)

August 2027

"A close knit community of schools set on the purpose of changing the future of our world for the better."



POSITION OVERVIEW

The American International School in Egypt - West Campus (AISE-West) seeks to appoint a Principal for the Middle School division who has a passion for excellence and innovation in teaching and a demonstrated track record of leading student-centered programs.

This position provides an exceptional opportunity for a forward-thinking educator with a global perspective and a desire to become part of a community characterized by strong relationships, diverse interests, and a rigorous educational mission.

The Middle School Principal has overall responsibility for the organization and operation of the Middle School, including working with the Director and other leadership team members to recruit, develop and retain outstanding faculty and staff, formulate the school's strategic plans and programs, and direct the day-to-day operation of its Middle School programs.

As a collaborative and welcoming school leader, the Principal will also make meaningful contributions toward building a strong sense of community and positive culture within the school.

This position begins on August 1, 2027.

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Key Responsibilities:

- Ensure that the intent of the school's Mission statement is manifest in all areas of the school's curriculum and organizational plan
- Assume overall responsibility for curriculum review, development, and implementation of the programs offered in the Middle School
- Work with other members of the senior leadership team to ensure compliance with all MSA authorization requirements
- Take a positive and proactive approach to student academic, behavioral, and emotional development
- Oversee development of timetables, schedules, and procedures/protocols to ensure the effective delivery of educational services
- Assume a leadership role in the development and administration of policies dealing with discipline, conduct, and attendance
- Review professional growth plans and conduct teacher evaluations as needed

AISE-West is regarded as one of Cairo's best and most highly regarded American schools. It is a vibrant school, rich with academic resources and extra-curricular opportunities, all aimed at enhancing students' lives and connecting them to a greater global community.

- Identify teacher training needs and plan and deliver professional development activities in accordance with the school's curriculum plan and pedagogical and assessment frameworks
- Oversee assessment and reporting procedures and proof and edit reports as required
- Assist with the procurement of equipment and resources used in support of the program
- Assist with the development of the orientation program for new and returning faculty
- Perform other duties as assigned by the Director

AISE-WEST MISSION

The American International School in Egypt - West Campus empowers every student to learn with joy, connect with compassion, and lead with purpose.

THE SCHOOL

AISE-West enrollment is over 1600 students, with 400 middle school students. The majority are Egyptian nationals. The school is regarded as one of Cairo's best and most highly regarded American schools. It is a vibrant school, rich with academic resources and extra-curricular opportunities, all aimed at enhancing students' lives and connecting them to a greater global community.

AISE-West is fully accredited by the Middle States Association of Colleges and Schools (MSA) and the International Baccalaureate Organization (IBO).



"Excellent facilities, experienced leadership and management, dedicated teachers and a cohesive and innovative team."

CURRICULUM

AISE-West provides a co-educational, KG - 12, English language, American curriculum program of studies. The US Common Core (Math and English), Next Generation Science Standards (NGSS), American Education Reaches Out Standards (AERO), along with other American and best-practice international frameworks provide the foundation for learning in the Elementary and Middle School divisions. For High School students the option of the IB DP is available that culminates in awarding eligible students either an American High School Diploma or the International Baccalaureate Diploma. The curriculum is designed to prepare students for entry into highly competitive colleges in the United States, Canada, Europe, the Middle East, and elsewhere.

ORGANIZATION AND GOVERNANCE

The Director and each of the school's 3 Principals report to the Board, which is composed of members of the Esol leadership team. The Esol leadership team, along with its Chief Information Officer, Chief Financial Officer, Education Consultants, and others, provide support to AIS - West and other Esol schools in their respective areas of expertise.

ESOL EDUCATION

AISE-West is part of the Esol Education group of schools. Operating since 1976, Esol Education is an organization specialized in the establishment and management of high-quality international schools. Esol currently operates schools in Dubai, Abu Dhabi, Bahrain, Egypt, Cyprus, Hong Kong and Lebanon. Each of the Esol schools follows an American or British curriculum and is accredited by the Middle States Association of Colleges and Schools (MSA) and/or the Western Association of Schools and Colleges (WASC) and/or the Council of International Schools (CIS).

As of 2023, 7 Esol schools currently offer the International Baccalaureate Diploma Programme® (IB DP) with several offering the International Baccalaureate Primary Years Programme (PYP).

Esol Education schools enjoy the benefits of experienced leadership and management, excellent facilities, and caring and dedicated teachers. Since its inception, Esol's focus has always honored the founder's commitment to the attainment of the highest standards of educational excellence.

For more information about Esol, please visit **www.esoleducation.com**.

CAMPUS AND FACILITIES

The school's expansive, well-equipped campus includes two libraries, media centers, science labs, as well as spacious drama and music studios, and a 500-seat auditorium which hosts assemblies, school concerts and theater productions. The athletics complex includes a large indoor gymnasium, two shaded and heated swimming pools, a soccer field and a running track. These offer ample opportunities for students to develop their physical skills, incorporate wellness, and participate in inter school athletic competitions.

QUALIFICATIONS

The ideal candidate will have the following qualifications:

- A minimum of a Master's Degree in Educational Leadership and/or Principal certification. PhD preferred.
- A proven track record in educational leadership, including at least 3 years of experience as a principal at a quality American or international school (preferred)
- Experience with and/or knowledge of the following practices, programs or pedagogical approaches is preferred: Teachers College Reading and Writing Project (TCRWP); Fountas and Pinnell; Eureka Math (EngageNY); concept and inquiry-based; standards-based assessment; technology integration; Atlas Rubicon; PowerSchool; MAP
- Exceptional leadership, communication, collaboration, and interpersonal skills
- A positive, caring, community-minded team player with a passion for elementary school education
- The flexibility to learn and adapt to new cultures and situations



CAIRO, EGYPT

Cairo is a vibrant, fascinating and welcoming city. Home to many of the best Pharaonic, Coptic and Islamic sites in Egypt, it is a city where you never know what incredible, half-forgotten monument you might stumble upon while wandering around town. Cairo residents can enjoy evenings on the Nile River, visits to the capital's medieval markets by Khan El-Khalili, and walks along the Nile promenade. There are also many remarkable museums, art galleries, cinemas, theaters and modern malls. On any given week, one can attend an opera or enjoy oriental music dance shows, as well as see the Giza Pyramids and thousands of ancient artifacts at the Egyptian Museum of Antiquities.

The weather in Cairo is moderate with low humidity at almost any time of the year. Highs of 36°C are common in July and lows of 21°C have been witnessed. The winter months in Cairo are very pleasant with temperatures ranging between 15°C and 21°C.

Egypt offers fantastic opportunities for domestic travel to the beaches and coral reefs of Sinai and the Red Sea coast, and incredible ancient historical sites like the ancient temples and the Valley of Kings in Luxor. Opportunities for international travel are also excellent thanks to Cairo's proximity to some of the world's best tourist destinations in Europe, the Middle East, and Africa.

COMPENSATION AND BENEFITS

AISE-West offers an initial contract term of 2 years (renewable). The salary and benefits package will be competitive within the region. Benefits include a housing allowance, relocation allowance, annual return flight, medical insurance, tuition subsidy for dependent children, and a professional development allowance.

APPLICATION PROCEDURE

Please apply directly to the school via email. The following application materials are required:

- Expression of interest
- A current CV (with photograph) and the contact details of 3 professional referees (at least one from a supervisor at your current school)
- Two-page statement (maximum) of educational philosophy, leadership strengths and style, and professional and personal interests

We encourage you to apply at the earliest possible time. The review of files will begin as soon as applications are received. Candidates should note that in the event an outstanding applicant is identified early in the search process, the school reserves the right to make an appointment and conclude the search prior to the stated deadline.

Include all documents in a single PDF file and forward by email to:
Dr. Craig Ross, School Director
American International School in Egypt - West Campus
cross@aiswest.com