



الأكاديمية الدولية - عمان

THE INTERNATIONAL ACADEMY - AMMAN

20 YEARS OF EDUCATING WITH PURPOSE

Primary Principal

Amman, Jordan



Application Deadline: February 5, 2024
Start Date: August 1, 2024

Introduction

IAA was established in 2004 as a world-class private international school, by a Board of Trustees chaired by Queen Rania of Jordan as a top-tier international day school, catering for both Jordanians and expatriates in Amman and operated as a not-for-profit entity. As such it is often regarded as the sister school to King's Academy in nearby Madaba. As it prepares for its third decade, IAA has cemented its place as one of the leading schools in the country, promoting a culturally inclusive and internationally focused approach to education. Its enduring vision is to provide a unique educational experience that inspires, nourishes and celebrates the individual, one in which staff, students and parents are proud partners.



History

When the International Academy-Amman (IAA) first opened its doors in 2004, it put forward a bold and optimistic mission: instilling a lifelong love of learning in its students, and arming them with the curiosity, compassion, and confidence to become the leaders of tomorrow. The goal of the founders was to foster a new generation of global citizens, able to serve as agents of change without ever losing sight of their roots.

School Profile

IAA is a predominantly English-medium school currently serving almost 1200 students from Pre-Kindergarten (3 years old) through Grade 12. Just under 90% of the students are Jordanian nationals, and in total over 30 nationalities are represented in the student body.

It is a purpose-driven school and its guiding philosophy is built on four pillars: **Leadership, Acceptance, Cultural Heritage, and Duty**. IAA's motto is "**Learners of Today - Leaders of Tomorrow**", and its curriculum is designed to prepare students to be proactive, critical thinkers and independent life-long learners.

The Primary School uses a blend of subject curricula from English-speaking nations which converge to deliver a coherent programme. In Grades 1 to 5, IAA uses the English National Literacy Programme, Australian Mathematics and the International Primary Curriculum (IPC) for integrated science, history, geography, music and art. The Kindergarten and Pre-Kindergarten programmes use the English Early Years Foundation Stage curriculum. In addition to instruction from their core teacher, students receive specialist instruction in Arabic, Social Studies, Religion, Music, ICT and Physical Education, with the Jordanian Ministry of Education curriculum used for Arabic and Science, Social Studies and Religion taught in the Arabic language.

The Secondary School is authorized to offer the International Baccalaureate Middle Years Programme (MYP) and Diploma Programme (IBDP), academically rigorous programmes with a clear pedagogical and philosophical stance that enjoy wide global recognition as a gold standard for internationally-minded education. In addition, IAA uses the Jordan Ministry of Education curriculum for Arabic-medium courses. IAA has prioritized choosing curricula that place significant emphasis on critical thinking and problem-solving. This approach allows young learners to evolve into resilient and adaptable leaders equipped to confront challenges throughout their lives with confidence and competence.



Mission, Vision, Values

Mission

IAA delivers a holistic international education that exemplifies life-long learning and responsible citizenship.

IAA belongs to the Jordanian community, fostering an atmosphere of pride and identity, celebrating our traditions, and promoting a sustainable future.

IAA equips its students with the skills, principles and experiences that empower them to fulfill their academic, personal and social potential.

IAA promotes ethical development, intercultural empathy and a duty to the global and local communities.

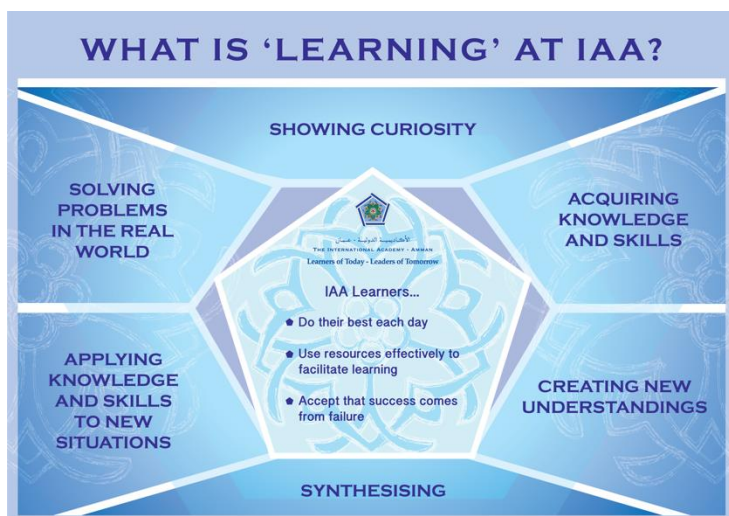
Vision

To provide a unique educational experience that inspires, nourishes and celebrates the individual, one in which staff, students and parents are proud partners.

Definition of Learning

‘What is ‘learning’ at IAA?’ Using a question as a header is in keeping with the framework of the IAA programme, which uses a method called ‘Understanding by Design’ that focusses on the use of Essential Questions to help learners identify and understand important ideas.

The six attributes that IAA teachers agree they seek in students to identify when learning has occurred are arranged around the IAA logo, a pentagon. Within the pentagon, three bullet points indicate other important capacities that they believe is important to develop in learners at IAA.



The staff of IAA continuously seek to improve the education it offers to prepare students for whatever directions their strengths and interests take them so that the 'learners of today' may truly become the 'leaders of tomorrow.'

The School Pillars

Duty

Duty at IAA is commitment to serve selflessly, with no expectation of any recognition in return. It is an innate understanding that the well-being of the world can only be realized through the contribution of every citizen. Our own world extends far beyond our immediate circumstances, and the welfare of others can never be entirely separate from our own. IAA is committed to nurturing the sense of responsibility, duty and service.

Leadership

"The leader of a house is also its humble servant." At IAA leadership stems from the fundamental principles of dignity, respect, peace, humanity, prosperity and belonging. The IAA community understands that strong and inspiring leadership is not simply a title or position, but rather requires the active development of these essential principles. Leadership cannot be divorced from character.

Cultural Heritage

Our heritage is our cultural, social, physical and intellectual identity. It celebrates our past, drives our present and helps shape our future. Jordan is a unique country that celebrates the diversity of its people, honoring the pride each individual exhibits towards their own personal cultural heritage. This is the Jordan to which IAA is proud to belong.

Acceptance

At IAA, there is an understanding that each individual is one of many on this planet. We know that our actions not only affect the world, but also reflect how the world views us. We accept people based on the universal principles of human rights, human dignity, and fundamental freedoms. We therefore

recognize each other as equal brothers and sisters. At IAA, acceptance is the basis of all human interaction.



Intercultural Values & Citizenship

IAA sees its students as emerging global citizens and value the cultural contributions they bring with them from inside and outside of Jordan. All students are nurtured in an inclusive global school environment with both a broad intercultural perspective and a strong focus on the Jordanian cultural heritage and history. IAA values the central role of national identity and cultural heritage in the success of both



individuals and communities. IAA aspires to educate children to become active members of the Jordanian community by fostering a strong connection with Jordan and the Middle East. Students are immersed in Arabic in their Social Studies (offered alongside Social Studies in English), Religion and Arabic Language curricula. The school also celebrates all Jordanian, Islamic and Christian holidays as integral to IAA's spiritual and cultural identity.

Learning Principles

Enquiry-based learning is a central pedagogical principle at IAA. An 'Understanding by Design' approach focuses on the use of Essential Questions to help learners identify, engage with and understand important ideas. The enquiry-based curriculum at IAA is designed to prepare students for a successful future in the 21st century, an era that will continue to witness major shifts in technological innovation, information literacy, economic globalization and cultural interaction. Students at IAA are as a

consequence guided towards developing adaptable, future-focused skills, including critical thinking, creativity, collaboration, intercultural understanding, communication, computing and ICT literacy, as well as scholastic, professional and personal self-reliance.

The learning framework is constructed around three core mindsets and six skills and aptitudes. Learners are encouraged to: i. Do their best every day; ii. Use resources effectively; iii. Accept that success comes from failure. The six interlocking skills and aptitudes that scaffold these are 1. Showing curiosity; 2. Acquiring knowledge and skills 3. Creating new understandings 4. Synthesizing; 5. Applying knowledge and skills to new situations; 6. Solving problems in the real world.

Co-Curricular Programmes

IAA is committed to a holistic approach to education as the key to nurturing well-rounded individuals with healthy lifestyles. This dedication to the development of the whole person is reflected in the school's diverse offering in the Visual and Performing Arts, Sports and PE, and in community outreach. Whether in the Music Room, Art Studio or on stage, multiple opportunities are provided for students to explore and develop their creative talents in many fields. All aspects of the Arts are highly valued and fully integrated into the curriculum and co-curriculum; students learn that effective communicators must learn concepts and skills that facilitate individual expression, through movement, visual media, music and language.

Students have a wide range of sports teams and after-school activities from which to choose, supported by a strong team of coaches and trainers. The IAA

Hawks have won titles in local, regional and international tournaments. A number of the student athletes are also members of national teams, proudly representing Jordan and bringing home medals and trophies. Physical Education however involves more than student participation in sports and games: its purpose is to develop a combination of transferable skills promoting physical, intellectual, emotional and social development.



Technology for Learning

IAA uses multiple platforms to engage students in the learning process. All classrooms are equipped with interactive whiteboards and either a desktop computer or a laptop. IAA uses Google Classroom for the distribution of material and resources to students. Technology is a fundamental feature of student life at school; students have access in addition to their own devices to a well-resourced computer lab and school-wide IT environment. Coding features in the curriculum and a dedicated technology specialist supports the development of advanced ICT skills.

Arts, Athletics, & After School Activities

Dedicated to the development of the whole person, IAA offers a strong and diverse programme in the Arts. Whether in the Music Room, Art Studio or on stage, IAA provides opportunities for students to explore their creative talents in a variety of ways. All aspects of the Arts are highly valued and integrated into the curriculum at IAA.

Performing Arts are an essential part of a well-rounded education. IAA students have the opportunity to participate in several performances each year, including our ever-popular individual Grade Productions at the Primary level. IAA's Theatre Arts/Drama Programme in Secondary offers students the opportunity to develop skills and knowledge and to explore their talents, whether these are acting, producing or backstage. Students regularly perform for the entire school community, building their confidence and public communication skills.

During Music classes, students learn to use musical concepts and vocabulary through singing, playing instruments, listening and composition activities. Well-resourced music rooms include impressive collections of instruments including percussion, orchestral instruments, keyboards and many others. In the Secondary Music programme students also build skills in using music technology for composition. Class assemblies and school concerts give our students a chance to unleash their creative energies and share their talents.

In Visual Arts concepts and skills are presented in a developmentally appropriate way, allowing for individual differences among groups of students. Throughout the school IAA students are encouraged to express themselves through visual arts and to take pride in their artistic creations, many of which are displayed in annual exhibitions and throughout the school. At the Primary level Visual Arts are integrated into the IPC.

The IAA Arts Programme emphasizes art as a process for communicating ideas. Our students learn that in order to be effective communicators, they must learn concepts and skills that facilitate individual expression. Basic art skills are developed through a variety of art experiences, and students are exposed to a wide range of media.



Primary School

Fundamental to learning in the Primary School is the establishment of highly proficient numeracy and literacy skills to support the development of deep learning, critical thinking and higher order conceptual understanding. IAA's group of dynamic and dedicated teachers are highly trained and draw on a broad range of experiences from a variety of cultures and backgrounds.

The school has been able to choose curricula which best suits the learning needs of their students. The Early Years students follow the Early Years Foundation Stage framework. From Grade 1, the English and Welsh National Curriculum is used for literacy and the Australian National Curriculum is used for our mathematics learning while Science, History, Geography and Technology are drawn from the International Primary Curriculum. In addition to instruction from their core teacher, students receive specialist instruction in Arabic, Social Studies, Religion, music, ICT and Physical Education, with the Jordanian Ministry of Education curriculum used for Arabic and Science, Social Studies and Religion taught in the Arabic language.

In the Primary School they recognize that they have a range of diverse learning profiles amongst students and are committed to doing their best to meet their needs. IAA teachers place an emphasis on differentiating instruction for learner variability and also have a dedicated Learning Support specialist allocated to each grade in order to individualize support for students as necessary.



Technology is a fundamental feature of students' lives and hence students have access to a state-of-the-art computer lab. Grade 5 students benefit from a dedicated Bring Your Own Device programme. In addition to utilizing a range of productivity suites, students have access to a range of software programs at school and home. Coding is a key component of Grade 5 curriculum and a dedicated technology specialist supports the development of this important skill.

IAA physical surroundings have a profound impact on the capacity to learn and classrooms are light-filled and technology-rich. The school has a dedicated space set aside for Pre-K students and there is plenty of space to run, play and explore with access to climbing structures, scooting spaces, a sports oval, and heated swimming pool. These facilities are also utilized through an extensive sports and activities programme.

The IAA Primary is divided into three sections for teaching and learning. These sections are as follow:

- Early Years, consisting of Pre-K, KG 1 and KG 2
- Primary consisting of Grade 1 and Grade 2
- Primary consisting of Grades 3, 4 and 5

The Early Years Foundation Stage Curriculum is followed in the Early Years section of the school.

The remainder of the school use the following curricula:

- The Australian National Curriculum for Mathematics
- The English and Welsh National Curriculum for Literacy
- The International Primary School Curriculum (IPC) for Integrated Studies
- The Jordanian National Curriculum for Arabic, Social Studies in Arabic and Religion

The aim is to provide a broad and relevant curriculum combining the best of local and international content and ideas.

Welfare

IAA has always prioritized resilience and resourcefulness, striving to ensure students are equipped to thrive in a rapidly changing world. Today, the school is much more than a bricks-and-mortar building; it is a tight-knit community of students, parents, educators and administrators, working together to empower youth to take their first steps into the world of independence. The school recognizes the increasing pressures young people experience in rapidly evolving societies and strives to meet their emotional needs so that it can be a nurturing, caring and safe space in which each individual can flourish.

University Destinations

IAA graduates are prepared for admission to English-language university courses around the world, including North America, Europe, Oceania and the Middle East. All secondary students attend American Scholastic Aptitude

Test (SAT)

preparation courses

in Grade 11. They may

also opt to earn either

the International

Baccalaureate

Diploma or course

certificates in

addition to earning

their Jordanian Tawjih

equivalency. In recent

years, high-

performing students

have been welcomed

in the USA to Ivy

League institutions,

including Harvard,

Yale, Princeton,

Brown, and Cornell.

They have also earned places at highly selective universities in the UK and Canada, including Oxford, the London School of Economics, McGill and the University of Toronto.



Staff and Community

IAA works in harmony with its strong community of well-educated, loyal and invested parents, alongside the highly qualified international and local teaching and administrative staff from many different countries. IAA's team of dynamic and dedicated teachers are highly trained and draw on a broad range of experiences from a variety of cultures and backgrounds. They benefit from regular opportunities to develop their professional skills further. Staff and student turnover is generally low, creating a stable community proud of its achievements.



Campus

The IAA facilities are of an exceptional level. Adjacent to the impressive King Hussein Mosque in Amman, on top of one of the city's many hills in a prestigious heritage area, the campus is spread over 105m², with attractive contemporary architecture and generous outdoor spaces. Contemporary pillars representing IAA's core values adorn the school entrance and 300-year-old olive trees relocated from the Roman ancient city of Jerash can be found within the campus walls.

The classrooms benefit from excellent natural light, and are equipped with high quality furnishings, interactive whiteboards, online software and programmes as well as wireless internet access. The school has an impressive 450-seat theatre fitted for large-scale theatrical productions as well as a massive multi-purpose hall. The Sports Complex includes a semi-Olympic indoor swimming pool, strength and cardio training equipment, a gym and an 850-seat multi-purpose outdoor football stadium and track. IAA is also home to one of the largest resource and research centers in Jordan, consisting of three fully staffed libraries and a media lab. The outdoor areas have been designed to provide interactive spaces and attractive landscaping.

Less than a ten-minute drive from the city center, the campus is also close to major department stores, grocery stores, shopping centers and recreational complexes. Most staff accommodation is also within a 10-15 minute drive.

Location

Amman, the capital of Jordan, is a fascinating city of contrasts, a unique blend of old and new, attractively located on a hilly area between the desert and the fertile Jordan Valley. The city is developing and modernizing rapidly. In recent years, there has been a significant expansion of new hotels, diverse restaurants and commercial shopping centers, and the city is quickly catching up with its neighboring states in the Gulf. The tourist centers of the Dead Sea and Aqaba are also developing and are now attractive and relatively affordable destinations for staff taking short breaks nearby.

The real jewels in the crown in terms of exceptional natural and historical beauty in Jordan remain the ancient city at Petra, Mount Nebo, Jerash and Umm Qais, as well as the unique desert landscape of Wadi Rum and spectacular opportunities of wadi-walking in Mujib and other valleys. All of these are readily accessible within a day from Amman and contribute to Jordan's position as an exceptional place to live if you enjoy exploration, adventure and distinctive intercultural experiences.

The climate in the Levant area is also pleasant, and more typically Mediterranean than in the Gulf States, supporting a variety of natural vegetation, crops and grazing land. There are four seasons, and bright sunshine and clear skies for most of the year.

Jordan enjoys political stability, and the cost of living is below levels in western Europe, North America and Australasia. Jordanians have a reputation for extending a friendly welcome towards expatriates. Whilst Jordan retains a bedrock of cultural conservatism, it remains one of the more liberal Middle Eastern countries in terms of lifestyle, and it is free of many of the constraints around gender, behaviours, dress and values that can be a challenge to expatriate families in some middle eastern contexts. English is spoken widely and there are few problems communicating, even in the rural areas. All told, it has many attractions as a place to live and work.

Facts in a Glance

Year Established	2004
Accreditation Agency	CIS, NEASC, IBO
School type	Private, Not for Profit, Co-educational, PK-12
Language of Instruction	English
Total Enrollment	1,205
Primary School Enrollment	662
Secondary School Enrollment	605
Average Class Size	22
Student Age Range	3 - 18
Average % Home Country Nationals	89.2%
Student Nationalities	31
Percentage of Annual Student Turnover	8.3%
Number of Faculty	325
Faculty Nationalities	16
Percentage of Annual Faculty Turnover	6 - 8%

Position Overview

The Principal is in charge of the operational, instructional, and administrative leadership responsibilities of the Primary School under the supervision of the Director in addition to the day-to-day operations of their section, ensuring the satisfaction of the Mission and Vision of IAA and adherence to IAA Policies and Procedures.

Duties & Responsibilities

- In charge of the day-to-day running of the Primary School as supervised by the Director
- Implementing and promoting an efficient and effective administration and management model
- Monitoring and advising the General Services Manager of building/facility improvement needs
- Conscientiously monitoring the implementation of staff policies, as outlined in the IAA Policy and Procedures Handbook
- Developing and implementing procedures and regulations specifically for the section in accordance with IAA Policy
- Overseeing maintenance and use of all curricular materials, equipment and furnishings.
- Attending SMT meetings and Board meetings as directed
- Providing written materials as requested for school publications
- Liaising and acting where necessary with regards to health and safety matters
- Preparing and submitting appropriate verbal and written reports as requested by the Director
- Maintaining an appropriate schedule of regular staff meetings
- Developing and improving the school's educational programs especially with regard to curriculum, pedagogy, resources and assessment in conjunction with the Deputy Director for Curriculum and Instruction (DDCI)
- Supporting the DDCI in implementation of academic initiatives.
- Actively promoting curriculum development, implementation and evaluation.
- Support the DDCI in ensuring that program coordinators, HODs and GLs maintain appropriate documentation of course plans, unit plans and weekly lesson plans.
- Coordinating and overseeing all extra-curricular programs, student activities and events
- Collaborating with Admissions to plan Parent Information Day
- Administering the School's admissions policy and recommend students' admissions to the Director and Registrar
- Being mindful of the welfare, physical and mental safety and well-being of staff
- Overseeing a section wide plan for the implementation of strategies that encourage student self-discipline, reinforce appropriate behavior and manage disruptive behavior
- Ensuring a safe, stimulating and attractive learning environment
- Looking for opportunities to extend learning beyond the confines of the classroom
- Making recommendations to the Director on the selection, assignment, transfer or termination of employees of their relevant section including administrative, instructional and non-instructional personnel
- Supervising, evaluating, and directing the administrative, instructional and non-instructional personnel of their relevant section

- Being responsible for all aspects of the school timetable including the planning, the allocation of teacher resources, the communication of teacher requirements to the Director, and teacher cover and substitution
- Overseeing the integration of new teaching staff, their orientation and guidance, their allocation of a staff mentor and their initial induction
- Fostering, organizing and evaluating appropriate channels of communication between parents and staff
- Administering the budget of their relevant section under the supervision of the Director and in conjunction with the Chief of Finance.
- Submitting proposals and budget information for annual orders
- Complying with Jordanian law and showing appropriate respect to local customs
- Undertaking any professional duty as required by the Director, especially in times of emergency, and understanding that these events do particularly occur in an international setting, where staffing and material resources may be limited.

Academic & Professional Qualifications

- Master's degree or higher in Educational Administration or other related field from a recognized institution or Board with course work emphasis for both teaching and curriculum development or equivalent as applicable.
- Certification in teaching from a recognized institution and/or Board
- Minimum of 2 years' experience as a Deputy Principal or Principal in an internationally accredited school plus a minimum of 5 years as a teacher in an internationally accredited school or national/state school in an English-speaking country

Skills/Experience/Attributes Sought

- Proven skills in leadership, group facilitation, organization, writing, listening and communications
- Police clearance to work with children and in schools
- Strong written and oral communication skills in English
- Excellent interpersonal skills in interacting with students, parents and staff
- Ability to supervise students in non-classroom settings
- Ability to work independently and within a team
- Familiar and experienced in the National English Curriculum and the Australian National Curriculum for Mathematics

Salary & Benefits

Salary will be tax free and highly competitive, dependent upon the qualifications and experience of the successful candidate. Benefits include World Class Health Insurance, Suitable Accommodation and Utilities Allowance, Annual Flights, Retirement, PD.

Application instructions found on the final page of this announcement.

Follow IAA to Learn More



Application Instructions

Effective Date: August 1, 2024

Application Deadline: February 5, 2024

In **one** PDF document, please send a formal letter of interest (cover letter) specific to this position no longer than two pages, along with your resume to primaryprincipal@iaa.edu.jo. You will be contacted by the HR Department regarding the next steps to follow for consideration.

**IAA takes all aspects of child safeguarding very seriously.
All candidates for employment will be rigorously screened.**

Applicants are asked to submit their letter of interest and resume and complete all necessary application steps as early as possible, as IAA reserves the right to close the selection process at any time if an ideal candidate is found.