School Leader at iTeach Schools

Overview

iTeach Schools is a fast-growing network of transformational schools focused on providing a free, foundational, and excellent education to secondary students. Founded in 2015, we now operate eight schools from Grades VIII to X across Pune, in collaboration with Pune Municipal Corporation and one school in Delhi. (Read about our 5 year Journey here!).

Our students hail from Pune's most under-resourced households. The secondary grades are the last laps of intervention for our students, and probably the only real chance we have left to level the playing field between them and their high-income peers.

Currently, in our sixth year, we serve 1600 students and 900 student alumni through a strong team of nearly 170 staff members. In the academic year 2020-2021, we are looking for exceptional sector leaders to be associated with our schools, and eventually expand our school network!

Role

At iTeach, a School Leader is the CEO and face of the school. The School Leader will lead the school, with a deep focus on instruction. The School Leader will be responsible for the holistic development of every student. Through a distributive leadership model, the School Leader will create and sustain a strong school culture, nurture and support teachers as professionals, build long-lasting relationships with the families of students, and oversee all functions of the school. They will be the point of contact for all external-facing relations to the school such as donors, government officials, and community leaders.

iTeach deeply believes in the power of empowered School Leaders – implying that every school must be a reflection of its leader. The School Leader will define and create the value system, core beliefs, non-negotiables, culture, operational SOPs and resource allocation plans for the school, combining best practices rooted in research with contextual innovation.

Responsibilities

The responsibilities broadly fall into 3 categories.

1) School Leadership
2) Instructional Leadership
3) Operational Leadership

School Leadership

- Develop a vision and strategy to ensure a strong start to the academic year
- Lead the recruitment of the appropriate number of students each year from target communities
- Create and sustain an exceptional staff and student culture
- Manage the school team of nearly 20-25 staff members effectively by setting the vision of excellence, resolving conflicts, and encouraging initiatives
- Build and sustain positive relationships with school-based government officials, families of students and community stakeholders to increase community engagement and impact
- Work closely with School Leaders and Assistant School Leaders of other iTeach Schools to foster the organisation's growth and development

Instructional Leadership

- Collaborate with teachers of each grade to set ambitious goals for student achievement
- Work closely with the the iTeach Curriculum team to oversee planning and curriculum development for teachers
- Create and implement Individual Growth Plans for all staff members
- Collaborate with the iTeach Training and Development wing to coach Lead Teachers and Teachers by modelling effective instruction and planning, reviewing lesson and unit plans, co-teaching, observing and debriefing their classes, and facilitating training sessions
- Oversee the collection and analysis of student data
- Ensure documentation of best practices and resources

Operational Leadership

- Design and manage the school's operations, including systems for Infrastructure, Human Resources, Data, Government Relations, and Administration
- Collaborate with the iTeach Human Resources team to recruit your staff members, including Teachers, Lead Teachers and Operations Associates
- Collaborate with the iTeach Development team to expand donor engagement, increase donor investment and manage volunteer activities in your school
- Collaborate with the iTeach Government Relations team to ensure regulatory compliance and strengthen relationships with government partners

Experience

- Bachelor's degree with exceptional performance as a teacher for 2-4 years
- Overall work experience of 5+ years, with demonstrated success in leading 10+ member teams or projects involving 10+ people in professional capacities

- Demonstrated success in different stages of project planning and execution, such as creating a vision, proof of concept, product/program design, monitoring and evaluation, resource allocation and optimization
- Preferred: Experience in coaching and supporting teachers

Competencies

- Ability to create a 5-year vision for a project/program and design a strategy to achieve the outcomes
- Exceptionally strong instructional expertise, and advanced proficiency in classroom planning and execution
- Ability and affinity to work through and manage team members, co-creating goals, plans and support systems
- Ability to design, execute and lead initiatives at a school level, leveraging teams of about 15-20 members
- An ability to thrive on versatility and excellence in diverse focus areas
- Demonstrates an incredible work ethic, willingness to learn and critical reflection
- Demonstrates an entrepreneurial mindset — an eagerness to create systems/processes rather than follow pre-designed structures

If building and leading a transformational secondary school excites you, reach out to Soumya Jain, TFI alumnus & iTeach Schools Founder and CEO, at sjain@iteachschools.org