



Assistant School Leader at iTeach Schools

Overview

iTeach Schools is a fast-growing, Teach For India alumni led start-up, focused on providing a free, foundational and excellent education to secondary students. We currently operate six, Grade 8 to Grade 10 schools, in a collaborative initiative with the PMC and our funding partners. Our six schools serve about 1100 students and 330 student alumni. Read more about us at www.iTeachSchools.org

100% of the students coming to iTeach Schools are from under-resourced and difficult backgrounds. The lack of access to good education and opportunities creates a huge achievement gap. The secondary grades are the last lap of intervention for these students, and most likely, the only chance we have left to level the playing field between them and their high-income peers. Education is one sure means for these students to break the circle of poverty.

In the Academic Year 2019-20, we are looking at starting more schools, and are looking for an exceptional instructional leader to serve as an Assistant School Leader at our schools.

Responsibilities

The Assistant School Leader will co-create the school model, pedagogy, operations and school culture with the School Leader. Depending on the synergies between the School Leader and Assistant School Leader, the Assistant School Leader will take the lead in two of these areas. iTeach Schools strongly believes in developing people – the Assistant School Leader will own the professional and personal growth of the school's teachers, ensuring that they get better at their craft each day and continuously drive high student learning outcomes. The Assistant School Leader role further offers the chance to work closely with a broad spectrum of stakeholders such as donors, government officials, community leaders and students' families to ensure the entire school ecosystem holistically moves towards excellence.

Given that iTeach Schools is a young organisation, we are looking for people who will be eager to design and create the most effective systems and processes, combining researched best practices with their own contextual innovation.

Leadership

- Work closely with the School Leader and the iTeach Schools HR team to recruit Teachers, Lead Teachers, and Operations Associates for your school
- Manage the school effectively by pushing for a vision for a consistently high performing and healthy team, encouraging initiatives and resolving conflicts
- Work closely with the School Leader to intentionally build the school culture
- Invest and work closely with community leaders and students families

to maximise community engagement and impact

- Collaborate intentionally with Assistant School Leaders or School Leaders of other iTeach Schools to ensure the development of the organisation as a whole
- Work periodically with the iTeach Schools Development team to expand donor engagement, increase donor investment and manage volunteering activities in a win-win manner
- Work periodically with the iTeach Schools Government Relations team to ensure all compliance and regulatory requirements are met, and we are constantly deepening our relations with our government partners

Instructional Leadership (for 2 to 3 content areas)

- Teach up to 1 subject in a grade to set a standard of excellence in the respective classroom
- Develop Individual Growth Plans for all team members by individualising your support inputs
- Coach teachers in the most effective way possible. This includes modelling effective instruction and planning, review sessions and unit plans, co-teaching, coaching in class, observing coaching sessions and running coaching sessions.
- Work closely with the iTeach Curriculum team to ensure alignment on assessments and use of latest researched best practices
- Ensure documentation and collection of effective resources from teachers towards building a knowledge repository to be constantly refined over time.

Operations

- Assist the School Leader in maintaining smooth operations and logistics of the school, including systems and processes related to infrastructure, data and administration.

Experience

- Minimum Bachelor's degree with exceptional performance as a teacher for a minimum of 3 years
- B.ed degree in a content area of choice (Preferred)
- Demonstrated success in managing a team or a project in a professional setting
- Demonstrated success in managing tasks with a variety of stakeholders involved
- Experience in coaching and supporting teachers (Preferred)

Competencies

- 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 and execute initiatives at a school level, leveraging teams of about 15 - 20 members
- Ability to drive versatility and excellence in varied areas of focus
- Ability to demonstrate a strong work ethic, willingness to learn and critical reflection
- An entrepreneurial mindset - eager to design and create processes and systems