



**LEADERSHIP  
OPPORTUNITY:**

**WHOLE  
SCHOOL  
PRINCIPAL  
(HEAD OF SCHOOL)**

***MODERN ENGLISH SCHOOL CAIRO***

**(Cairo, Egypt)**

**July 2011**

**PK-12  
Enrolment: 1,983**

**[www.mescairo.com](http://www.mescairo.com)**



Carney, Sandoe & Associates

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*Modern English School Cairo, established in 1990 as a co-educational international school serving students from Foundation Stage One (PreK) through Year/Grade 12, is seeking a Whole School Principal for July, 2011.*

## **MISSION**

The Modern English School Cairo is a community which provides a high quality education for children of Foundation Stage One to university entrance level, serving the educational needs of the indigenous and international families in Cairo.

We offer a broad education based upon the National Curriculum of England in the Primary Department, with opportunities to study a British Secondary Curriculum, American Secondary Curriculum and the International Baccalaureate Diploma Program, all with the addition of Arabic and Religious Studies.

We recognize the importance of each individual and his/her relationship with others. There is a commitment to promote international understanding and responsible citizenship in a multicultural context where students will be influenced by the best of Arab, Western and other world cultures.

We provide a supportive environment, which recognizes each individual's talents, encourages students' aspirations and creates opportunities for them to become confident, responsible and self-disciplined adults.

## **THE SCHOOL**

The Modern English School of Cairo first opened its doors in October 1990 with 28 students in a small private villa. The School's excellent reputation and good standing in the community have grown so that current enrollment is 1,983 students. This growth gives testimony to the extraordinary pioneering vision of the group of educators, led by Mr. Nabeel Dajani and Mrs. Sawsan Dajani, who founded MES Cairo. In order to accommodate its increased population, MES Cairo has built a state-of-the-art campus in New Cairo. The friendly, welcoming atmosphere encourages students to care for one another and for the world around them. Teachers make every effort to ensure that each individual has the opportunity to develop their particular talents by providing them with a broad, balanced, relevant, and differentiated experience with the high value placed on positive social behavior, respect for the individual and the environment. MES Cairo is an international community where students aged 3.5 to 18 from 30 nations study together in a purposeful way. Fully established, MES Cairo continues to develop with increased specialist teaching, a strong Learning Development Department and further Secondary options.



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MES Cairo is accredited by Middle States Association of Colleges and Schools and AdvanceED (North Central Association) in the US and is licensed as an international school by the Ministry of Education, Egypt. It is a registered school with the UK Department for Education. Memberships include ECIS, MAIS, the Near East South Asia Council of Overseas Schools, and British Schools in the Middle East.



### **ACADEMIC PROGRAMS:**

The school week at MES Cairo runs from Sunday through Thursday. Classes for all students begin at 8:15 am and end at 1:20 pm for Foundation Stage One and Two students and at 2:40 pm for all other Years/Grades.

Students in the Primary Department including Early Years, Key Stage One and Two follow a full academic programme based on the National Curriculum of England with adaptations to reflect the international setting. Within the Early Years stage the emphasis is on making the step from home to school a happy and rewarding one. The daily programme has a definite framework and is part of a fuller structured programme, which helps these young students develop physically, emotionally and intellectually by focusing on the Six Learning Goals: Creative Development, Knowledge and Understanding of the World, Mathematic Development, Personal and Social Development, Language and Literacy, and Physical Development. Students in Foundation Stage Two are introduced to



the requirements of the National Curriculum of England and to informal Arabic by specialist teachers. The emphasis is on developing key learning skills, concepts, knowledge and understanding in these formative years. Students also benefit from extensive support from experienced and specially trained staff in the Learning Development Department.

Curriculum in Years 7 and 8 of the British Section is based on Key Stage 3 of the National Curriculum of England supplemented with Arabic language, Religious Studies and Civil Studies lessons

as set by the Egyptian Ministry of Education. The approach to teaching is varied and engaging and includes discussion, lecture, tutorials, inquiry, discovery, research, problem-solving and collaborative techniques. The curriculum is designed to develop a broad range of skills and interests in students so that they may make informed choices for the next stage in their academic career.

The American Section provides a foundation for the American High School Diploma program in the form of a traditional Middle School program prototype as the framework.



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The emphasis is on the acquisition of skills and understanding, with a strong subject integration approach. This means that there is a great deal of teacher-student and student-student interaction with group work being very important. There are specific objectives for each subject and students must display the necessary skills, knowledge, understanding and application in order to succeed. Both the American and British Sections prepare students to study the last two years in the International Baccalaureate Diploma section of the school if they so choose.

Secondary students may choose to follow either a British or American curriculum. The British section leads to IGCSE, A/S and A level examinations. MES Cairo IGCSE test results consistently compare favorably with results in the UK. The academic year 2009/10 scores were as follows:

MES Cairo IGCSE/GCSE Grades A*/A	51.7%	UK	22.6%
MES Cairo IGCSE/GCSE Grades A*-C	93.2%	UK	69.1%
MES Cairo AS-level Grade A	27.9%	UK	19.4%
MES Cairo AS-level Grades A-E	90.2%	UK	88.2%
MES Cairo A-level Grade A	13.3%	UK	27.0%
MES Cairo A-level Grade A-E	100.0%	UK	97.6%.

Those opting for an American curriculum will study a typical US. college preparatory high school program including AP and Honors courses leading to an accredited American High School diploma supplemented with Arabic language, Religious Studies and Civil Studies lessons as set by the Egyptian Ministry of Education . In May 2010, 37% of Grade 12 students took AP exams. Nearly 50% of those students scored high enough (3+) to be considered for college credit at colleges and universities world-wide. Students scored 3 or higher on the following subject exams: Art History (100%), English Literature and Composition (100%), Calculus BC (100%), Statistics (100%), Comparative Government and Politics (100%), Macroeconomics (100%), Microeconomics (75%), English Language and Composition (60%), Calculus AB (50%). Graduating seniors' SAT college admissions scores averaged 1519.

MES Cairo introduced the International Baccalaureate Diploma Program in 2006 having gained the accreditation to do so from the IBO in Geneva. It has become a popular option for MES Cairo students from both the American and British Sections and new enrollments. The IBDP at MES Cairo is a demanding two-year course with selective entry based on proven academic performance and personal attributes.

MES Cairo IB Diploma pass rate for 2010 was 93% with a 100% pass rate in the following subjects: English A1 HL, English A1 SL, Arabic A2 SL, French B SL, Spanish Ab Initio SL, Business and Management HL & SL, Economics HL & SL, History HL, Biology HL & SL, Chemistry SL, Physics HL, Maths Studies SL, Mathematics SL, Music HL, Theatre HL and Visual Arts HL.

There is a Learning Development Department (LDD) in both Primary and Secondary sections where the aim is to support students' learning and to help them develop their full potential.

MES Cairo prides itself on being unique in the region in its emphasis on and promotion of the arts providing many performance opportunities at all grade levels. The objective is to educated students to be confident public speakers and young people who appreciate several artistic disciplines.

### **EXTRACURRICULAR ACTIVITIES AND SPORTS**

Both Primary and Secondary After School Activities are offered every day throughout most of the year and most students participate in them. They include a wide range of activities varying from sports to creative/performing arts to academic tutorials, computers, community service, dance, drama, environmental conservation, horseback riding in Giza, excursions/expeditions, the literary magazine, photography and the yearbook. The performing arts programme is particularly strong, with several top-quality student productions and numerous concerts presented each year.



The school also sponsors a number of trips abroad. A few notables are the Humanities Environmental trip to Cyprus, the Arts Festival in Kuwait the Secondary Ski Trip to Crans Montana, Switzerland and the Secondary Trip to France. The majority of After School Activities are led by staff who draw on their personal areas of expertise and interest.

The Physical Education programme is structured to give students the experience of working in a disciplined way toward a goal which is more than just winning a match or tournament. MES Cairo students participate in interscholastic volleyball, basketball, football and swimming. They compete in local tournaments through CISSA (Cairo International Schools Sports Association) and regional tournaments with International Schools Activities Conference (ISAC).

### **SETTING AND FACILITIES**

The school is located equidistant from the international airport and Old Cairo in the Qatamaya district, basically a residential area with large homes, shopping malls and a number of international schools (MES Cairo, Lycée International Balzac, Deutsche Schule, American International School, Canadian International College) on the eastern side of Cairo in the area known as New Cairo.



The campus is situated on 3 hectares (7.4 acres) in a suburban setting in New Cairo. The modern purpose-built facilities include five four-story air-conditioned buildings with 90 classrooms, five computer labs with 250 instructional computers, three libraries (two for Primary and one for Secondary) with 21,000 volumes as well as

class-based libraries in the Primary Section, three auditoriums in a Multi-Purpose Building, a 400-seat theater, two drama studios, a design and technology suite, a gymnasium with a hardwood floor, an infirmary, four playing areas (including a natural grass varsity sized field with a surrounding track ), nine science labs, two outdoor heated pools, and tennis courts.

The Foundation Stage One and Two students are accommodated in an attractive, well resourced, self-contained pod with access to their own indoor toilets, outdoor play area and learning activity areas based on the Early Years Goals requirements.

## **THE CITY OF CAIRO**

Capital of Egypt, largest city in the Middle East and in Africa with a metropolitan population of about 20 million. Cairo knew settlements as long ago as 6,000 years, but the city began as a caravanserai with visitors from all over the Arab, African and Asian world and beyond. The geographic heart of what grew into the Cairo of today was established by the Fatimids in August AD 969. With Mars in the ascendant, the Fatimid capital took its name, al-Qhaira meaning victorious, from the warrior planet. Today Cairo continues to be the political and cultural fulcrum of the Arab world. The walled Medieval City, with the popular Khan el Khalili market at its center, is remarkably intact in both structure and atmosphere. Cairo is home to 400 mosques, mausoleums, museums, and palaces holding the treasures of three great civilizations; the Islamic, Coptic, and Pharaonic and is in easy travel distance to some of the most ancient monuments on Earth.

Major growth came in the 19th century with the opening of the Suez Canal extending Cairo's dominant status as a hub of trade with Europe, Asia, and Africa. Cairo gave birth to marvelous architecture through the 19<sup>th</sup> to 21<sup>st</sup> centuries, from Belle Epoque to Art Deco to soaring towers of glass. The modern portion of Cairo is located along the east bank of the Nile with a number of squares and gardens forming open spaces with the Nile Corniche running along the river. The largest open place in the city is el-Tahrir (Liberation) Square near the Nile at El-Tahrir bridge where ten streets converge on the square which is criss-crossed by sidewalks with lawns and flower beds between them.

The great Egyptian Museum is on the square and the Museum of Modern Art is a short distance away. The older part of Cairo, to the east of the modern section, has a traditional Near Eastern atmosphere with winding narrow, alley-like streets, small workshops, marketplaces and curio shops and many historic buildings. Much of this section was built between the 11<sup>th</sup> and 16<sup>th</sup> centuries. To the south of modern Cairo is Old Cairo with a port on the Nile and a number of ancient buildings and ruins of a Roman



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fortress. There are two islands in the Nile that form part of the city. Gezira Island, almost a mile wide and 4 miles long, has gardens, an exhibition ground, facilities for horse racing, golf, tennis, polo and other sports. Agriculture is the country's economic mainstay. Revenue flows from mining, industry, trade, finance, and tourism, which, despite concerns over political unrest, has substantially rebounded. In recent decades Cairo has seen extreme growth, and housing can be scarce. More than 350,000 people are born there yearly, and nearly 50 percent of the population is 19 years old or younger. In the 14<sup>th</sup> century Ibn Khaldun said “What one can imagine always surpasses what one sees, because of the scope of the imagination — except Cairo, because it surpasses anything one can imagine.” This observation is still true.

### THE STUDENTS

In the Primary division there are 599 students in Key Stage One (Foundation stage One, Foundation Stage Two, and Years 1 & 2) and 591 students in Key Stage Two (Years 3 – 6). In the Secondary Division there are 307 students in the British Section (Years 7-12), 444 students in the American Section (Grades 7-12), and 43 students in the IB Diploma Program (Years 11-12). The student population is 89% Egyptian, with 30 other nationalities represented, 46.3 percent female and 53.7 percent male; 90% of students are bused – some travel up to 1 ½ hours.

100% of MES Cairo graduates attend university. Of the class of 2010, 74% attend university in Egypt, 12% in the UK, 6% in Canada, 5% in the USA, and 3% in Europe.

The school has a dress code that requires a gender/age/season-appropriate uniform which accentuates the school's and students' commitment to a focus. The school student body is divided into a four-house system with friendly competitions between the different houses and awards given at the end of the school year.



### FACULTY AND STAFF

There are 180 faculty members, 96 from the UK, 22 from the US, 49 from Egypt, and 13 others, mostly from Canada, New Zealand and Australia. There is a high level of morale among teachers and staff. As one teacher states, “The staff are very loyal to the school and they get along.” The average tenure for ex-pat teachers is 3.8 years. 80% of teachers live in Maadi (about 25 minutes from school) and some with families live in the al-Rehab area

The average class size is 25 in Primary and 19 in Secondary. The overall student/teacher ratio is 11/1. All teaching faculty have teaching qualifications from abroad.



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## GOVERNANCE AND MANAGEMENT

MES Cairo is a proprietary school owned by a private corporation, International Educational Systems (IES) and is governed by a Managing Director representing the Board of Directors. The Whole School Principal is line managed by her and by the Deputy Managing Director.

The Whole School Principal is assisted in academic administration by two Primary Head-teachers for Key Stage One and for Two. The Secondary level is administered by a Head of British and IB Diploma Sections, and an American Section Principal. Business operations are led by the Financial Controller.

## WHAT PEOPLE SAY ABOUT MES CAIRO

*The word most commonly uttered in conversations with staff and students about the MES Cairo community is “family” – it’s a place that focuses on relationships in a caring atmosphere.*

- “My teachers are like my uncles - I can share anything with them.” (Secondary student)
- “We have a well-rounded curriculum and well-rounded kids – they all have an opportunity to excel.” (teacher)
- “Whatever your talent we can provide for you.” (administrator)
- “MES is a family – there is a great sense of caring between management and staff, staff and staff, staff and students. All issues are handled with great compassion.” (administrator)
- “As management consultants, we understand the value of our teachers. They are our producers and we must protect them.” (Board member)
- “Our teachers are understanding, patient and kind.” (MS student)
- “(The teachers) are vastly diverse people with one quality – they care.” (teacher)
- “We have loads of extracurricular choices.” (Secondary student)
- “Kids feel comfortable with one another across grade levels – there is a family feeling.” (Secondary student)
- “This school is full of opportunities for teachers who want to work hard – you can leave a mark on this school.” (teacher)



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## **RESPONSIBILITIES**

The Whole School Principal is the chief academic administrator of the school, responsible for all aspects of the day-to-day academic operation of the school, in accordance with the policies set by the Managing Director; working directly with her and with the Deputy Managing Director.

In particular, the Whole School Principal is responsible for providing counsel and leadership to the four Heads of Section. She/He will be responsible for evaluating and retaining teachers and staff, overseeing the allocation/ application of the annual budget and coordinating and constructing a Whole School Development Plan. Additionally, she/he, together with the Managing Director and with the Deputy Managing Director, will be responsible for the recruiting and hiring of all new faculty. The Whole School Principal serves as the spokesperson and representative for the school to the Parents and larger community.

## **OPPORTUNITIES AND CHALLENGES**

Modern English School Cairo is a well-respected educational institution that enjoys the support of a large segment of the host country and expatriate community. The physical plant and buildings are in good shape, although somewhat crowded; the curricular programs are well- grounded; the staff are happy and feel supported; the students are happy to come to school. The next Whole School Principal will have the opportunity to build on this solid base and work with the four Head Teachers, the Managing Director and the Deputy Managing Director to take the school to the next level of excellence. The school is steered by the Whole School Development Plan which was established based on the participation of the whole school body and the recommendations of the visiting teams from the Middle States Association, AdvanceED and the IBO.

The biggest challenge will be serving as the successor to the current Whole School Principal who has served in this capacity since the school was founded and who has hired all the teaching staff. It will be only natural for the next Principal to be compared to him in everything he/she does. Therefore, the next Whole School Principal must be a confident, competent educator and administrator who can communicate a vision and a clear path to school goals, while respecting the good work of the members of the community.



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## DESIRED QUALIFICATIONS AND QUALITIES

The successful candidate for the position of Whole School Principal will have a majority of the following desired experiences, skill sets and personal characteristics:

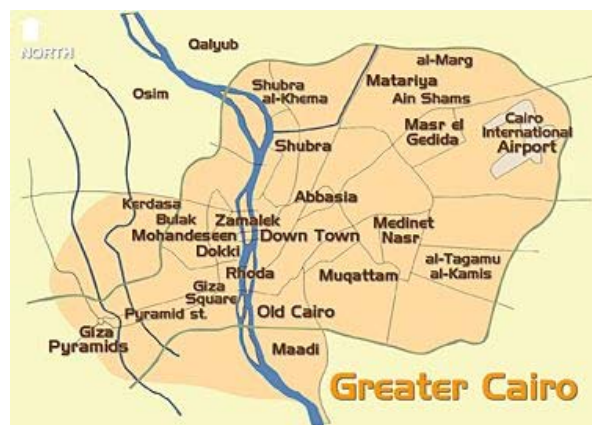
- a visible presence who will relate with faculty, staff, students and parents
- an educator who has experience with the PK-12 spectrum, especially in Primary
- experience with British, American and IB Diploma curricular programs
- experience with or understanding of Middle Eastern culture
- a proponent of the arts and extracurricular activities
- energetic and sets high standards for self and others
- a strong communicator who knows how to listen
- a visionary, strategic planner
- a willingness to commit to MES Cairo for at least five years

## APPLICATION PROCEDURES

Qualified candidates should submit, electronically, as separate documents:

- a cover letter expressing interest in Modern English School Cairo;
- a current résumé;
- a statement of educational philosophy; and
- the names, titles, and contact information (email addresses and phone numbers for four supervisory references to:

Dr. Arthur (Art) Charles  
Senior Search Consultant  
[mescairo@carneysandoe.com](mailto:mescairo@carneysandoe.com)



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