

# EXECUTIVE DIRECTOR SEARCH

## EAST BAY GERMAN INTERNATIONAL SCHOOL

Emeryville, California

[ebgis.org](http://ebgis.org)

Start Date: July 2023



**Carney  
Sandoe**  
& ASSOCIATES

[CARNEYSANDOE.COM](http://CARNEYSANDOE.COM)



## MISSION STATEMENT

EBGIS empowers its students to become creative and critical world citizens. The exceptional dual-language program equips students with outstanding academic skills and proficiency in both German and English. The school's multicultural and diverse school community fosters collaboration among students, families, and teachers, nurturing social-emotional skills, cultural understanding, and democratic values.

## AT A GLANCE



Established  
2018



Enrollment  
215



Total Faculty  
42



Student-faculty Ratio  
5:1



Students of color  
43%



Financial aid awarded  
\$430,000



Faculty with advanced degrees  
80%

Faculty of color: 20%

Students receiving aid: 20%

Annual operating budget: \$5M



## OVERVIEW

EBGIS is an established educational institution that has operated at its campus in Emeryville, California since 2018 (following operation as part of a multi-campus school for ten years before that).

EBGIS's mission is to "Educate Global Citizens." The diverse school community is united by an international perspective and passion for learning through the lens of German language and cultural immersion. EBGIS is accredited by the Western Association of Schools and Colleges (WASC) and is an IB World School. EBGIS is also a [PASCH Partner School](#) with official accreditation by the German Agency for Schools Abroad (ZfA) to administer the German Language Diploma (DSD). EBGIS provides a dual-language immersion program in German and English. A mostly German curriculum is used to develop students' strengths across academic disciplines as well as their critical thinking skills, social-emotional competencies, artistic expression, and motor skills. Starting in sixth grade, students learn Spanish or French in addition to the two core languages.

EBGIS is growing to grade 12 in the 2024/25 school year and offers the International Baccalaureate (IB) Diploma Programme (DP) in grades 11 and 12, with the first DP class starting in the upcoming 2023/24 school year. Students will graduate with the Bilingual IB Diploma, awarded to only those students worldwide who successfully complete advanced coursework in two languages. EBGIS's Diploma Programme is not limited to German speakers, instead offering Spanish and French language tracks for students who enter the program in eleventh grade.

The City of Emeryville is adjacent to Oakland and Berkeley in one of the fastest growing regions in the San Francisco Bay Area. The Bay Area boasts technology and life sciences companies and is a dynamic community with universities and cultural and family-oriented activities.

As the school has grown and matured, the need has evolved for a dedicated leadership position to oversee the entire operation of the pre-K-12 program in collaboration with the divisional Directors and academic leadership.



## CHALLENGES AND OPPORTUNITIES

- **Shape and articulate a vision of academic excellence.** EBGIS families value bilingual education, an international community, small class sizes, and a strong academic program. The Executive Director, in partnership with the Board and the school community, will advance and communicate a shared vision for the next five to ten years. An integral part of this will be developing the program and growing enrollment in the upper grades, building on the recent IB authorization for the Diploma Programme, and establishing EBGIS as a unique program known and respected for its excellence.
- **Develop and formalize processes and procedures.** As a school that is growing and consolidating, there is an opportunity for the Executive Director to develop and build upon existing organizational and curricular structures to ensure consistency and quality from preschool through high school.
- **Systemize communication.** The EBGIS community desires direct and timely communications from the school to keep the community informed about school activities, issues, and decisions. The Executive Director will have the ability to create and formalize communication processes to ensure constructive engagement with the community.
- **Recruit, develop, and retain mission-aligned faculty.** The Executive Director will need a strategic framework to recruit, onboard, and retain faculty, and provide time and opportunities for professional growth. Additionally, many members of the academic leadership team are new to their position and will benefit from mentoring, support, and clearly articulated roles, responsibilities, and expectations.
- **Maintain financial stability.** In collaboration with the Board, the Executive Director will strategically align resources to support the programs and seek avenues for raising additional resources in the greater community to provide for an optimal learning environment.
- **Engage and strengthen community.** The Executive Director will promote a cohesive and inclusive community by engaging with all constituents. The Executive Director will support the community through careful listening and attention, relationship building, and joyful celebrations with the entire school.



## PERSONAL AND PROFESSIONAL QUALITIES

The first Executive Director of EBGIS will possess most, if not all, of the following characteristics and skills:

- An experienced educational leader with a proven background in curriculum, pedagogy, and strategic management;
- Excellent organizational and management skills;
- Preferably a bilingual (German) and bicultural learner;
- Prior experience leading culturally diverse communities;
- Experience in recruiting, onboarding, retaining, managing, and supporting faculty and staff;
- Passion for a language-immersive, project-based pedagogical philosophy that emphasizes social and emotional learning;
- An approachable, accessible and collaborative leader;
- A community builder who enjoys being an active and visible presence in the life of the school;
- An effective communicator who listens well and effectively relates to a wide range of constituents so that the school community is appropriately involved and informed;
- Legal authorization to work in the United States.
- Legal authorization to work in the United States (dual citizenship or green card status).

## LEARN MORE

Click on the links below to learn more about East Bay German International School.

[School Website](#)

[Virtual Tour](#)

[School Values](#)

[About Emeryville, California](#)



## TO APPLY

Interested and qualified candidates are invited to contact the consultants in confidence. Candidates will ultimately need to submit the following materials as separate PDF documents:

- A cover letter explaining their interest in the position;
- A statement of educational or leadership philosophy;
- A current résumé;
- A list of five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission) to:

### **Deb Welch**

Senior Consultant

deb.welch@carneysandoe.com

### **Karen Neitzel, Ed.D.**

Search Consultant

karen.neitzel@carneysandoe.com

*The full-time equivalent salary range for this position is US\$175-205,000 plus a performance bonus structure. The starting salary is based on several factors including type and years of experience, education level, and expertise. Additional generous benefits are provided.*