

DIRECTOR OF CHINESE STUDIES AND WORLD LANGUAGES SEARCH

HONG KONG INTERNATIONAL SCHOOL

Repulse Bay/Tai Tam, Hong Kong

hkis.edu.hk

Start Date: July 2026



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

Dedicating our minds to inquiry, our hearts to compassion, and
our lives to service and global understanding

An American-style education grounded in the Christian faith and
respecting the spiritual lives of all

Vision

HKIS will be a leading place of learning that inspires a socially
engaged community of collaborative, creative, and resilient
learners dedicated to realizing their full potential

At a Glance



Established
1966



Total enrollment
3,100



Total Faculty
277



Student-faculty Ratio
10:1



Nationalities represented in
student body
45+



Faculty with advanced
degrees
70%+



Total Acreage
103,000 sq. m.

Location: Hong Kong Island

Type: Coeducational, day

Mascot: Dragon

Percentage of international (non-Chinese) students: 73.9%

Financial aid awarded: \$5M

Endowment: \$145M

Annual operating budget: \$100M

Admissions Yield: 80%



Overview

HKIS seeks a Director of Chinese Studies and World Languages to provide leadership for the overall quality of the school's Chinese Studies and Languages programs, including the cultural studies of China and Hong Kong and the new Chinese dual language program. The Director ensures curriculum alignment from PreK-12 while also embedding Chinese Culture into the curricular program. The Director plays an important role in collaborating and consulting with Principals in their supervision and professional development of Chinese Studies and World Languages faculty ensuring the highest quality of language and cultural education is delivered. Equally important is collaborating with schoolwide administrators, faculty, and parents to meet student needs, monitoring progress towards school goals, and fostering a sense of community.

Hong Kong International School was founded in 1966 by a group of expatriate business executives and US consular officials in conjunction with the Lutheran Church-Missouri Synod (LCMS). Located in one of Asia's most vibrant and cosmopolitan cities, HKIS has two idyllic campuses on the quieter south side of Hong Kong Island. HKIS is a private, coeducational day school offering a challenging American-style curriculum with both international and multi-cultural elements. The quality of the program resides in the range and depth of study offerings, and in the personal and professional strength and commitment of the faculty. HKIS is proud of its strong sense of community and its students' excellent achievements.

The School's Strategic Plan articulates a vision to be a leading place of learning that inspires a socially engaged community of collaborative, creative, and resilient learners dedicated to realizing their full potential. They are well on their way to ensuring their students are:

- Imaginative thinkers, exploring passions and challenges using novel and innovative strategies
- Demonstrating courage and confidence in response to challenges and showing the ability to adapt and thrive, and
- Using a variety of methods within diverse environments to communicate respectfully work together to support individual learning and contribute to the learning of others.

The school keeps students at the heart of everything it does, with robust and passionate student learning as its highest priority. This commitment ensures that students learn what the community values, starting with the six Student Learning Results, and aligns the educational program and all of its resources in support of what and how it wants students to learn. Importantly the:



- School's excellent faculty and staff are the keys to effective student learning, and strongly supported by professional development and a professional learning community.
- Strategic Master Facilities Plan ensures building decisions are driven by clearly identified educational priorities and ensures up-to-date facilities.
- Organization's primary function is to support student learning and colleagues, with an emphasis on being one school.

In the years since its founding, HKIS has emerged as one of the top international schools in the world. A school of choice in Hong Kong, HKIS has waiting lists at virtually every level and is accredited by the Western Association of Schools and Colleges (WASC).

The Opportunity

The Director of Chinese Studies and World Languages will join an energetic leadership team, dedicated to an ethos of continuous growth and improvement. With Chinese Culture as one of six Student Learning Results (SLRs), the Director of Chinese Studies and World Languages (Chinese, French & Spanish) manages a portfolio that covers overseeing Mandarin instruction at all grade levels (the new dual language program beginning in PreK in August 2025 and growing year by year up through grade 8). This role will also be responsible for the integration of Chinese studies and culture across the curriculum. With this scope of responsibility across four divisions, the Director will need finely honed skills in collaboration, supervision, evaluation, and professional development, and an understanding of how to establish and maintain language proficiency appropriate to students from Pre-K through grade 12.

The Director will design and deliver professional development for Mandarin and World Languages faculty (roughly 35 teachers and the Director of the Dual Language Program), manage resources, and partner with families to help them understand the goals of the HKIS program. Serving students from over 45 countries, the Director will be adept in cultural competency and a skilled communicator. HKIS has an outstanding reputation among international schools, high-quality facilities and resources, dedicated faculty, and a culture of excellence. This is a significant opportunity for an educational leader with expertise in language acquisition and Chinese culture. The Director will report to the Director of Curricular Programs and serve on the administrative team for the school.



The Director of Chinese Studies and World Languages will have the opportunity to:

- Collaborate with Principals in the recruitment, supervision and evaluation of Chinese Studies and World Languages faculty to effectively carry out the mission and goals of HKIS and meet the unique needs of HKIS students.
- Provide leadership for the establishment, development, improvement and evaluation of curriculum, assessment and reporting tools and systems while ensuring schoolwide alignment and learning outcomes are met.
- Provide leadership and support in the professional development of Chinese Studies and World Languages faculty to ensure continuous improvement in instruction and overall practice.
- Regularly observe teachers in classrooms and provide feedback on teaching to facilitate student learning and the ongoing improvement of instructional best practices especially in differentiated and proficiency-based learning.
- Develop leadership capacity in teachers to allow for shared responsibility of instructional leadership.
- Lead the ongoing development, evaluation, and refinement of the DLI program, including all aspects of the curriculum, pedagogy, and assessment components.
- Ensure the School's resources are effectively utilized by practicing sound financial management of the Chinese Studies and World Languages department resources.
- Provide programs and other updates to the parent community through information sessions and newsletters.

Desired Qualities and Personal Attributes

Education and Experience

- Degree in second language acquisition; advanced degree and/or certification in educational leadership or administration.
- Successful leadership experience in developing a Chinese Studies program in the areas of curriculum, instruction and assessment; World Languages Program development is an advantage.
- Has managed and supervised large teams of faculty within a robust performance appraisal system; experience with performance-based compensation is an advantage.



- Solid conceptual and applied knowledge of current research and trends in education, particularly in relation to language acquisition.
- Second language teaching experience and understanding of knowledge and skills that have the greatest impact on teacher effectiveness.
- Experience in a diverse school setting with proven success working with a diverse student population from a variety of cultural, social, and religious backgrounds; international school experience an advantage. Using data for course placement and assessment.
- Successful implementation of a major program change or initiative.
- Experience with implementing ACTFL as framework for language proficiency development in educational settings.

Skills

- Enjoys children and can articulate their needs – and ways to meet them - at various stages of their development.
- Strong interpersonal skills with an ability to develop positive and respectful conversations with others, resolve interpersonal conflicts, and listen and provide constructive feedback.
- Open attitude; willing to listen, discuss, and learn.
- Skilled communicator; highly developed abilities to write and speak to large groups and diverse audiences.
- Ability to effectively balance supporting faculty growth while ensuring performance standards are being met.
- Group leadership skills, including a repertoire of strategies for involving people in decisions and building teams; respectful of the balance between Chinese and western cultures.
- Attitude of a servant leader, focused on serving others; a strong commitment to the HKIS Mission and Student Learning Results.

As a school grounded in the Christian faith, HKIS hires Christian teachers and administrators as well as those of other faiths. HKIS seeks to hire candidates who are interested in the complex questions of faith and spirituality and who are keen to learn and interact with others of different faith traditions.

About Hong Kong

Hong Kong is one of the most densely populated areas in the world, with a population of over seven million people inhabiting only 1,108 sq. km. (428 sq. mi.) of land. Known as a global hub where East meets West, Hong Kong is Asia's "world city"—an autonomous melting pot of cultures. In spite of its size and visibility, Hong Kong's neighborhoods possess an authentic sense of community and security that is unlike other large metropolises. Situated on China's southern coast, Hong Kong consists of Hong Kong Island, the Kowloon Peninsula, the New Territories, Lantau Island, and over 200 other islands.



Hong Kong began as a trading port and became a dependent British territory in 1842 and remained so until the transfer of sovereignty to the People's Republic of China in 1997. Along with Macau, Hong Kong is one of the two Special Administrative Regions (SAR) of China, operating under the “one country, two systems” policy. As a result, Hong Kong is largely self-governing, has its own currency, legal and political systems, and a high degree of autonomy in many administrative areas. Chinese and English are the official languages of Hong Kong. English is widely used in the government and by the legal, professional and business sectors.

Renowned for its expansive skyline and natural setting, Hong Kong is one of the world's leading financial capitals. A major business and cultural hub, it maintains a highly developed capitalist economy. Its identity as a cosmopolitan center where East meets West is reflected in its cuisine, cinema, music, and traditions. Although the population is predominantly Chinese, residents and expatriates of other ethnicities form a small but significant segment of society. It is a “westernized city next to the fastest-growing economy in the world.” Close neighboring cities to the north include fast developing Guangdong and Shenzhen. High quality, easily accessible health care services are readily available in Hong Kong. The public hospitals and clinics in Hong Kong provide comprehensive medical services and are staffed by English speaking professionals. There are also private hospitals, such as the Adventist, the Matilda, Canossa, and Gleneagles.

While a world-class center for commerce and trade, it is also very much a family-friendly place. Hong Kong has that special energy that is a hallmark of big city living, but its abundant hilly and mountainous terrain offers the charm of expansive countryside dotted with small villages as well as access to plentiful parks and reserves. Approximately 75% of Hong Kong land is countryside with 40% designated as country parks. Hong Kong's Mass Transit Railway (MTR) is one of the best underground metro systems in the world—safe, clean, fast, and easy to navigate. Residents also use taxis, buses, ferries and trams to navigate the city. The heart of the city bustles with activity until late, as patrons enjoy the many boutiques, as well as an exceptional array of culinary options from fine dining to street stalls. From its vibrant cityscape to the ease of travel to other parts of Asia, Hong Kong has a great deal to offer its residents.

Learn More

Click on the links below to learn more about Hong Kong International School.

[School Website](#)

[Strategic Plan](#)

[School History](#)

[Chinese Studies](#)

[Student Learning Results](#)

[HKIS Overview](#)

Compensation

Aside from the many benefits of living in Hong Kong in general, HKIS offers a highly competitive compensation package that includes a globally competitive salary, housing or housing stipend, tuition remission, exceptional professional development, annual home leave allowance, medical insurance with worldwide cover, and retirement fund contributions.

Everyone with a Hong Kong income is liable to pay salaries tax. The rate of tax after deductions and allowances is applied on a graduated scale, but the total salaries tax charged will not exceed 15% of a person's total assessable income after deductions. US citizens are currently (2025) exempt from federal income tax up to \$126,500.

To Apply

Interested candidates are encouraged to contact the consultant early in the process and will ultimately submit the following materials as part of the application process:

- Cover letter expressing interest in the HKIS position;
- Current résumé (reverse chronology, not to exceed four pages);
- Statement of educational philosophy (especially with respect to teaching languages) and leadership practice;
- List of five references with name, phone number, and email address of each (references will not be contacted without the candidate's permission) to:

Ben Bolté

Senior Consultant, Practice Leader

bbolte@carneysandoe.com

(m) 617-750-0950 (also What's App)

Boston, MA

At HKIS, each child's welfare is paramount. We act to ensure that our students enjoy the right to be protected from harm and exploitation and have their welfare safeguarded.