



Concordia
INTERNATIONAL SCHOOL SHANGHAI
上海协和国际外籍人员子女学校

MIDDLE SCHOOL PRINCIPAL

Start Date: August 2027

Concordia International School Shanghai

Shanghai, China | concordiashanghai.org



**Carney
Sandoe**
& ASSOCIATES

MISSION STATEMENT

At Concordia, we view every student as a gift from God, entrusted to us by parents, and are committed in Christian stewardship to educate students holistically in a nurturing environment that includes comprehensive and challenging opportunities in academics, creative arts, spirituality, athletics, co-curricular activities and service.

At a Glance



1998
established



1,110
total enrollment



31
nationalities represented
in student body



163
total faculty



82%
faculty with
advanced degrees



8:1
student-faculty ratio



OVERVIEW

Concordia International School Shanghai is a leading academic institution offering a rigorous American-style curriculum within a holistic approach to teaching and learning for preschool-grade 12 students. Situated on a state-of-the-art, green campus in the beautiful Pudong district of Shanghai, Concordia adopts a wide array of teaching methodologies to produce students with a unique balance of global citizenship, leadership, athleticism, artistic talent, and scholarship.

Concordia was founded in 1998 by a group of teachers in conjunction with the Lutheran Church-Missouri Synod (LCMS) with the shared goal of offering a world-class, holistic education founded on Christian values. Since its inception, the school has been committed to educating the whole child: spiritually, physically, emotionally, socially and intellectually with a student population of 1110, there are 31 passports represented across the entire student body. The top three passports represented are: USA (51%), Hong Kong (13%) and South Korea (9%). Graduates of Concordia go to a wide variety of colleges and universities around the world.

Student-teacher connections are at the core of the Concordia experience. The dedicated faculty provides a premier education, wrapped in loving, joyful relationships. Nationalities among Teaching staff: USA (58%), China (9%), Canada (6%). All faculty members are certified teachers and 83% hold master's degrees or higher. Concordia is accredited by the Western Association of Schools and Colleges (WASC) and the National Lutheran Schools Association (NLSA).





The principal serves as the educational leader of the Middle School and is responsible for advancing the school’s mission, vision, core values, and Schoolwide Learner Outcomes (SLOs) within Grades 6–8. The principal fosters a safe, supportive, and engaging learning environment where students are encouraged to pursue excellence while growing academically, socially, emotionally, physically, and spiritually.

Working collaboratively with faculty, staff, administrators, students, and parents, the principal builds a vibrant community grounded in high expectations, respect, care, and meaningful relationships. The principal provides leadership for curriculum, instruction, student well-being, and daily operations to ensure a high-quality educational experience that supports the development of the whole child and encourages students to lead and serve with character and purpose.

The principal also leads ongoing efforts to strengthen teaching and learning, support faculty growth, monitor student progress, and guide continuous improvement across the Middle School program. Concordia values leaders who are knowledgeable in MTSS and UDL, capable of supporting faculty in implementing tiered interventions and accessible learning strategies across all classrooms.

Concordia's Middle School program is specially designed for students in grades 6 to 8, to support them through the critical transition into adolescence and let them deep dive into their unique talents and interests. We emphasize not only academic growth but also a focus on overall their well-being, the cultivation of independence, building a sense of responsibility, and the development of leadership skills.

In addition to a rigorous approach to math, science, and the humanities, our tailored curriculum provides a range of applied learning-focused electives, allowing students to engage deeply with subjects they are passionate about, from technology and the arts to humanities and sciences. Our sports and extracurricular programs offer fertile ground for Middle School students to experience competition, shine in performance, and rise to leadership opportunities. The supportive community provides a safe space for students to test their wings and expand their innate abilities and interests, contributing to their holistic growth and the broadening of their academic and personal horizons.

KEY AREAS OF RESPONSIBILITY

Staff Recruitment, Development, Supervision, and Evaluation

- Recommend for hire and actively recruit top quality faculty and support staff that are capable of effectively performing their roles and responsibilities in carrying out the mission and goals of Concordia.
- Supervise and evaluate faculty. Ensure that all teachers and staff have a clear understanding of their performance expectations. Negotiate and monitor annual professional goals for staff supervised.
- Encourage and support professional development so that teachers continuously improve in their instruction and overall teacher effectiveness.
- Foster a sense of collegiality through effective team planning and decision-making, involving faculty in goal setting and planning. Develop the leadership capabilities of teachers so that instructional leadership becomes a shared responsibility.

Curriculum/Program Development, Supervision and Evaluation

- Working with the school administration and the Assistant Head of School – T&L, provide leadership to co-ordinate and support curriculum development and monitor achievement of classroom curriculum goals and ensure that student performance outcomes on the school's Schoolwide Learner Outcomes (SLO) are being met.
- Working with the school administration to assess programs against the needs of students, parent expectations and schoolwide goals to ensure that they continue to be effective.
- Set annual and long-range goals for the middle school program improvement and involve faculty in goal setting and motivate their efforts towards successful achievement of the goals.



Community Relations and Development

- Develop a strong sense of community within the division and within the school. Maintain a positive school climate, where all students, faculty and staff have the opportunity to be engaged, involved, recognised, and feel valued, as well as to develop and achieve their potential both individually and collectively.
- Maintain effective communication between school and home about individual student progress and school goals and involve parents in significant decisions associated with their child's education.
- Provide parent forums (Parent Connects) for two-way communication.
- Be an active supporter of the after school extra-curricular programs (ECA) and parent events.

Financial Management

- Responsible for sound financial management including accurate program budget planning and fiscal accountability to ensure school resources are effectively and properly utilized.

Facilities Management

- Working in conjunction with the Operations Department to manage current middle school facility as well as plan and determine long-range facility improvement and maintenance to ensure that the school's resources are being used to serve the students, faculty, and staff to their full potential.

Others

- Provide leadership and support, as needed, for the effective operation of the whole school.
- Serve as a collaborating, constructive, contributing member of the senior administration of the whole school.
- Provide leadership and support any other committee (e.g., WASC, Board, Curriculum) as assigned by the Head of School.



98%

AP passing average



\$38M

annual operating budget



10.8 acres

campus size



400

co-curricular activities



15

performing arts CCAs



199

athletic championships

QUALIFICATIONS & PERSONAL ATTRIBUTES



Requirements

Education

- Master's Degree or above.
- Appropriate Administrative License or Certification.

Experience

- Minimum 10 years of successful teaching experience.
- Minimum 5 years Middle School administrative experience at the Assistant Principal or Principal level.
- Active Christian faith, interested in the complex questions of faith and spirituality, and keen to learn and interact with others of different faith traditions.
- A strong moral character with the ability to engender trust in her/his leadership.
- Solid conceptual and applied knowledge of current research and trends in best practice Middle School education, including curriculum development, assessment for learning, literacy instruction, multilingual learning, technology integration, and standards-based assessment and reporting.
- Proven success working with a diverse student population from a wide variety of cultural, social and religious backgrounds.
- International school experience at a like size school or larger is preferred.

Skills

- Ability to articulate the developmental needs of middle-school aged children and translate these needs into vision.
- Ability to establish and maintain an effective learning climate in the school.
- Ability to effectively manage and multi-task within a demanding, dynamic and changing environment.
- Ability to interpret and implement all policies.
- Ability to supervise Middle School personnel for the purpose of monitoring performance, providing for professional growth and achieving overall objectives of the school's instructional program.
- Ability to develop school plans and organizational procedures for the health, safety, discipline and conduct of students.
- Ability to prepare and manage the Middle School budget.
- Ability to serve as liaison between the school and community, interpreting activities and policies of the school and encouraging community involvement with the school.
- Ability to provide direction to others and to make independent judgments.
- Ability to work harmoniously with others and to communicate effectively (both orally and in writing) with students, parents, teachers, and the community.
- Ability to maintain confidentiality.
- Ability to communicate with individuals of varied cultural and educational backgrounds.
- Ability to keep and maintain accurate records and to meet deadlines.
- Ability to use technology as required to perform duties.



Concordia Fit

Spiritual Leader

- Demonstrates moral integrity, honesty, kindness, faithfulness.
- Models a Christian faith walk.
- Models servant leadership characteristics.
- Is collegial and contributing member of the school wide community.
- Mission Centered-Vision Focused
- Takes personal ownership in fulfilling the mission.
- Can “see” the future and articulate, plan, and execute next steps.
- Demonstrates a positive, optimistic, can-do attitude.
- Demonstrates a passion for teacher and student success.

Instructional Leader

- Leads curriculum based on the most recent understanding about learning.
- Ability to develop, implement, and monitor curriculum and learner progress.
- Is a leader of learning.
- Promotes professional development focused on improving student achievement.

Team Focused

- Respectful of all, builds people up, is equitable in relationships.
- Is transparent, flexible, and adaptable.
- Demonstrates commitment to school improvement.
- Works collaboratively with all in the school and community.
- Advocates and nurtures a positive school culture conducive to student learning and teacher growth.

Management Competence

- Manages resources to provide a productive environment for learning.
- Demonstrates ability see the big picture and to break large tasks into small, achievable components.
- Clearly communicates, both orally and in written form, to a diverse group of cultures and in diverse settings.
- Demonstrates proficiency in required technology.
- Desire and ability to design, create and present professional development opportunities to the staff.
- Desire and ability to organize projects, build coalitions, and move projects forward.
- Be considered by colleagues as the go-to person for questions related to assigned areas.
- A passion for education and a commitment to fostering an inclusive learning environment.
- Must be a Christian who demonstrates Christian values in all interactions within the school community.
- Ability to work collaboratively with varied stakeholders in a diverse school environment.

SHANGHAI, CHINA

At the mouth of the Yangtze River Delta in eastern China, Shanghai is halfway between Beijing and Hong Kong. Shanghai is the largest city in China and, counting the population within the city limits, the most populous city in the world. Shanghai has experienced unprecedented double-digit growth over the last two decades and has been named one of the fastest developing cities in the world. A global city and major financial center, Shanghai is also one of the primary industrial centers of China. The world's busiest containership port is Shanghai Port. A cosmopolitan metropolis with a rich history dating back over a thousand years, Shanghai offers distinctive architecture, including some of the tallest buildings in the world, cultural attractions including many of China's finest museums and more than 30 colleges and universities. More than 150,000 foreigners live in Shanghai, mostly Japanese, Americans and Koreans. Shanghai is well-known for historical landmarks including The Bund, City God Temple, and Yuyuan Garden, as well as the extensive and growing Lujiazui skyline.



LEARN MORE

- [School Website](#)
- [School Values and History](#)
- [Virtual Campus Tour](#)
- [College Matriculation](#)

Faith and Religious Affiliation

Concordia's mission is to provide students with both an outstanding educational experience and provide an opportunity to share in a community where the faculty's active involvement in their Christian faith is lived out in their interactions with students and parents, we desire to identify candidates able to bring that Christian component as well as exceptional instruction.





TO APPLY

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

- A cover letter expressing their interest in this particular position;
- A current résumé;
- A statement of educational philosophy;
- A statement of faith expressing what you believe, as a Christian, how your faith is part of your lifestyle and how you are currently growing in your faith;
- 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:

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**Carney
Sandoe**
& ASSOCIATES