



HEAD OF SCHOOL

Start date: August, 1 2027

XCL American School of Bangkok

Sukhumvit, Bangkok, Thailand | asbsk.ac.th/en/home



Carney
Sandoe
& ASSOCIATES

MISSION STATEMENT

We ignite a passion for learning and cultivate adaptable future leaders through fostering independent thinking, meaningful collaboration, and creative problem-solving.

At a Glance



1983

established



~660

total enrollment



40+

nationalities represented



99

total faculty



X

faculty with
advanced degrees



X

student-faculty ratio



OVERVIEW

XCL American School of Bangkok, Sukhumvit offers an innovative, future- focused American curriculum for students from Pre-Kindergarten to High School, backed by over 40 years of trust and inspiration. The campus is also home to ASB Plus, the full boarding program certified by the Boarding Schools' Association (BSA) for students aged 13 and above.

As a leader in academics, XCL ASB Sukhumvit provides globally standardized subjects integrated with innovative pedagogies such as inquiry-based learning, social-emotional learning, and an AP Program with 21+ courses, supported by comprehensive advisory programs that foster holistic development. Beyond academics, XCL ASB Sukhumvit is a vibrant multicultural community of over 40 nationalities, cultivating a global mindset, resilience, and the essential skills students need to thrive in an ever-evolving world.

Partnering with the XCL Country CEO of Thailand and collaborating with campus Principals and operational leaders, the Head of School provides overarching strategic vision and operational leadership for the entire school community. This campus leadership role is directly responsible for translating the school's core values and strategic priorities into daily operational excellence, academic quality, and institutional growth across all divisions.



RESPONSIBILITIES

School Vision and Mission

- Ensure the school's vision is clearly articulated, shared, understood, and effectively enacted across the school community via a living Strategic Plan.
- Translate the school's vision into agreed objectives and operational plans that promote, sustain, and evidence continuous school improvement.
- Articulate a clear vision for effective teaching & learning, assessment, and student learning outcomes.
- Provide a safe, inclusive, and supportive environment in which students feel valued, secure, and ready to learn.
- Champion a child-centred approach that places the success, wellbeing, and holistic development of every student at the heart of school decision-making.

Teaching and Learning

- Lead the design and delivery of a research-informed, innovative curriculum.
- Cultivate an academic culture focused on high achievement and every student's full potential.
- Use assessment data and benchmarks to track progress and inform next steps.
- Review classroom practice and guide improvement through focused, constructive feedback.
- Set clear expectations for instructional quality and maintain visible oversight.
- Embed data-informed decision-making across teaching and learning.
- Oversee student support services and related record-keeping systems.
- Ensure learning practices are inclusive, engaging, appropriately challenging, and responsive to diverse needs.



Human Resources/Performance Management

- Lead, develop, and inspire the academic team through clear direction, effective management, and exemplary professional practice.
- Develop a strong team approach with open communication and a collaborative working environment.
- Ensure close collaboration and alignment of the various functions in the school with the policies, processes, procedures and guidelines of the Regional Office.
- Promote leadership development throughout the school and implement a comprehensive professional development training plan.
- Implement a process of performance appraisal that establishes objectives and monitors performance result.

Quality Organisation Management

- Maintain an organisational structure which reflects the school's values and to manage change.
- Produce and implement clear, evidence-based improvement plans.
- Develop and ensure the school's policies, procedures, and codes of conduct are followed at all times.
- Develop monitoring and evaluation systems to assess teaching and learning quality assurance and implement any necessary improvement strategies on an annual basis.
- Manage efficiently customer feedback to improve overall school operations and customer contact.
- Constantly drive and seek improvement in customer service with an open communication with parents, pupils and employees.
- Ensure compliance with health, safety, security and legal policies, procedures and requirements.
- Maintain a monthly report with sections for key metrics, highlights and action items for XCL Country CEO and ASB SLT.





Accountability

- Develop and present a coherent, understandable and accurate account of school performance in operations and student outcomes.
- Prepare annual operational and academic budget supported by a business plan to maximize financial resources and institutional efficiency.
- Regularly monitor financial forecasts and set corrective measures.

School Community

- Foster a culture of trust, care, and empowerment across the school community.
- Build shared commitment to the school's vision, mission, and organisational goals.
- Strengthen community support for ongoing school improvement.
- Develop partnerships that enhance student achievement and personal growth.
- Maintain effective two-way communication with the school community.
- Represent the school's educational programs clearly to local, international, and school communities.

*This is not an exhaustive list of the job scope, and the job scope include any incidental and administrative duties as are reasonably required or reasonably desirable for the performance of the duties set out above.

QUALIFICATIONS AND PERSONAL ATTRIBUTES



- Experienced Head or Deputy Head of School with a proven ability to align academic excellence, operational effectiveness, and cultural coherence around a clear and compelling strategic vision.
- Strong proficiency in managing school operations, including budgeting, financial planning, resource allocation, and staff management.
- Ability to engage effectively with the school community, including parents, alumni, and wider community partners.
- Visionary and strategic leader with the ability to translate goals and aspirations into effective systems, structures, and sustainable practices.
- Sound understanding of school finances and resource allocation to support a sustainable and well-managed school environment.
- Ability to lead the school's long-range strategic planning process to foster organizational growth and development.
- Specific experience with US based curriculum is required, previous experience working in the United States would be beneficial.
- Genuine enthusiasm for contributing to a large, dynamic school community, with the sustained energy and resilience required to lead the organization effectively.
- Candidates whose first language is English would be preferred.
- Experience with, and respect for, Thai and international cultures, with the ability to navigate diverse cultures and communities with curiosity, sensitivity, and grace.
- Candidates must have at least one degree in an education and an advanced degree with teaching experience and curriculum development.

LEARN MORE

- [School Website](#)
- [History of ASB Sukhumvit](#)
- [XCL Education](#)
- [College Matriculation](#)
- [About Bangkok, Thailand](#)





TO APPLY

Interested candidates should contact the consultants at their earliest convenience. Applicants should submit the following materials as separate PDF attachments in one email:

- Cover letter expressing interest in the Head of School position;
- Current résumé;
- Statement of educational philosophy and 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:

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