

## Asia Society Career Opportunity

**Location:** New York  
**Position:** Director, International Studies Schools Network,  
Education (Grade 9) – Code 117  
**Posted:** 5/14/10

### Purpose:

The Director is a key organizational leader with responsibility for growing and directing the International Studies Schools Network, an integral part of the Asia Society's national initiative to promote international education in US schools.

### Responsibilities:

- Oversee International Schools Studies Network (ISSN) schools development including supervision of coaches, school design implementation/quality control and improvement of internationally-themed instruction and the development and implementation of leadership and professional development initiatives in conjunction with ISSN staff and consultants.
- In consultation with Vice President, direct outreach to selected school districts, state education agencies and charter authorities to initiate agreements between the Society and such entities responsible for starting new internationally themed secondary schools. Promote and oversee the expansion of the ISSN nationally, and within state and regional sub-networks.
- Participate as a key member of leadership team for the Graduate Portfolio System (GPS), a system to align curriculum, instruction and assessment to produce college-ready, globally-competent graduates. This system will be piloted in ISSN schools (for eventual scale-up broadly in the education field). Work with Director of Professional Development, Vice President, consultants and others on the education team and within the ISSN to refine ideas and pilot.
- Lead alignment and enhancement of the ISSN school design and support services to support transformation of low-performing schools (i.e. "turnaround schools") in line with federal and state school reform strategies.
- Working with consultants, oversee data management of ISSN. Benchmark ISSN schools' progress, including extent to which students are "on track" for graduation; comparisons of student performance to demographically similar schools and to highly successful schools; assist ISSN schools in conducting targeted analysis of school performance issues and problems and assist in identifying potential solutions.

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**WORLD HEADQUARTERS:**  
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New York, NY 10021-5088  
Phone 212.288.6400  
Fax 212.517.8315  
[www.asiasociety.org](http://www.asiasociety.org)

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- Speak and represent Asia Society at venues of educators and policy leaders. Communicate network plans and accomplishments to the media. Direct ISSN summer institutes and seminars for network members.
- Collaborate with Vice President on strategic planning to take elements of the ISSN school design and services model to scale nationally.
- Working with others on the team, identify additional funding sources, conceptualize and develop proposals.
- Supervise New York City-based ISSN staff and regionally based coaches and consultants.
- Other duties as assigned.

### Requirements:

- Masters degree and seven to ten years experience in a senior position in a field related to education and child development.
- Seven to ten years of practical and leadership experience in education reform/school change.
- Leader in urban or diverse school district(s) as teacher/principal or superintendent.
- Highly knowledgeable of international content, pedagogy and best practices in learning, particularly among low-income and disadvantaged youth.
- Diverse international work, travel or other inter-cultural experiences.
- Strong management, organizational development and financial skills.
- Solid knowledge and comfort with 21st century classroom technologies.
- “Can-do” attitude and team player.
- Excellent entrepreneurial and growth management skills.
- Knowledge of or interest in Asia.
- Strong supervisory and team-building skills.
- Excellent writing and communication skills.
- Proficient with Microsoft Office Suite.
- Strong fundraiser with demonstrated track record of developing programs of national significance.

### How to apply:

For positions in New York, please email your cover letter and resume indicating position reference code and salary requirements to: [educationjobs@asiasociety.org](mailto:educationjobs@asiasociety.org). Indicate job title in the subject line. Resumes without cover letters will not be accepted. No phone

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calls, please. Only those candidates considered for an interview will be contacted. Please regard your resume as having been received unless your email is bounced back.

Thank you for your interest in the position and Asia Society. Subscribe to *eNews*, our weekly email newsletter, and receive information on Asia Society programs and activities: [AsiaSociety.org/eNews](http://AsiaSociety.org/eNews).

*The Asia Society is an equal-opportunity employer.*

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