

## Head of Primary

### ABOUT CONCORDIA SCHOOL PARIS

Concordia School Paris is a distinguished bilingual school, nestled in the heart of Paris, offering a unique educational experience that combines the best of the French and English educational systems. The school prides itself on its commitment to providing an environment where pupils can excel academically while also developing their personal talents and interests. With a focus on small class sizes, Concordia School ensures a personalized learning journey for each student, promoting lifelong learning and intellectual agility.

### JOB DESCRIPTION

Concordia School Paris invites applications for the role of Head of Primary. This position is an exceptional opportunity for a Deputy Head to step into the Head position and lead a vibrant educational community committed to a bilingual curriculum that aligns with both the French national education objectives and the English National Curriculum. The successful candidate will play a pivotal role in nurturing an environment of academic rigor and kindness, helping each child unlock their full potential.

### KEY RESPONSIBILITIES

- Lead the implementation of a bilingual curriculum, balancing academic learning with the development of essential skills such as autonomy, confidence, creativity, curiosity, and teamwork.
  - Champion a pedagogical approach that supports personalised learning pathways, enabled by small class sizes and attentive responses to the unique needs of each child.
  - Foster a stimulating and joyful learning environment, encouraging pupils to become lifelong learners.
  - Promote a culture of creativity, honesty, kindness, respect, and the courage to take on challenges and new projects.
  
- Staff Supervision and development: Supervision of teachers and staff, providing guidance, support, and mentoring to enhance their professional growth and performance.

- **Operational Management:** Oversee the day-to-day operations of the school, facilities management, and coordination of various departments to ensure smooth functioning. Improve the process if needed.
- **Behaviour Management and Pastoral Care:** Enforcing discipline policies, addressing behavioral issues, and promoting a positive, secure and respectful school climate.
- **Safety and Security:** Ensure the well-being and security of children and staff by implementing comprehensive safety measures and protocols.

## QUALIFICATIONS AND SKILLS

- A Master's degree in Education or related field, with significant experience in educational leadership, particularly in a bilingual or international school setting.
- Fluency in both English and French would be ideal, capable of navigating and merging the strengths of both the French National Education and English National Curriculum.
- A dedication to an educational philosophy that values academic excellence and the nurturing of individual talents and interests.
- Proven leadership skills, fostering an environment where pupils are encouraged to express themselves, take risks, and learn from both successes and failures.
- A strategic thinker with strong communication, organisation, and interpersonal skills, and the enthusiasm and credibility to create and sustain instructional momentum in the appropriate use of technology in the school's curriculum and instruction.
- A visionary leader who can innovate, debate, and explore new educational pathways.

## HOW TO APPLY

Interested candidates should submit a CV and a cover letter explaining their educational philosophy and how it aligns with Concordia School Paris' ethos. Applications should be sent to [recruiting@concordiaschoolparis.fr](mailto:recruiting@concordiaschoolparis.fr)