

# MIDDLE SCHOOL PRINCIPAL AND DIRECTOR OF TEACHING AND LEARNING FOR GRADES 6-10 SEARCH

**FRANKFURT INTERNATIONAL SCHOOL**

Oberursel, Germany

fis.edu

Start Date: August 1, 2025



**FIS** | Frankfurt  
International  
School



**Carney  
Sandoe**  
& ASSOCIATES

CARNEYSANDOE.COM

# MISSION and CORE BELIEFS

To be the leading, culturally diverse, and family-oriented international school with English as the principal language of instruction. FIS inspires individuals to develop their intellect, creativity, and character to become independent, adaptable, socially responsible, and internationally minded citizens, by ensuring a dynamic, inquiry-driven education of the highest standard.

## FIS BELIEVES

- Each person is unique and has equal worth.
- Education of the highest standard is a shared responsibility of students, family, and school.
- Expectations that are challenging lead to higher levels of performance and allow FIS to reach its potential.
- All people are responsible for their actions.
- Honesty, integrity, and respect are essential for building trusting relationships.
- Open-mindedness, empathy, and compassion are essential for living in a diverse community.
- Leading a healthy and active lifestyle improves the quality of life.
- Commitment, enthusiasm, and perseverance lead to success.
- Contributing positively to society and the environment is our shared responsibility.
- Nurturing curiosity and creativity stimulates exploration and discovery throughout life.
- Our lives and the life of our community are enriched by diversity.

## STRATEGIC DIRECTION

The FIS Strategic Plan is designed to deliver on the goals contained in its aspirational Mission Statement. FIS is committed to providing a program that transforms its students, and also wants those students to accept their responsibility to transform the world. To support that quest, FIS has developed the [FIS Strategic Plan](#) comprising clear strategies for purposeful growth and continuous improvement.



Artificial Intelligence



Culture of Coaching



Equity, Justice and Belonging



Language Acquisition



Personalized Learning and Transforming Student Assessment



STEAM and Innovation



Sustainability



Wellness and Safeguarding





# AT A GLANCE



Middle School enrollment  
**420**



Nationalities represented in student body  
**60+**



Languages spoken:  
**30+**



Faculty in the Middle School  
**59**



Faculty with advanced degrees  
**50%**



Average student-faculty ratio  
**8:1**



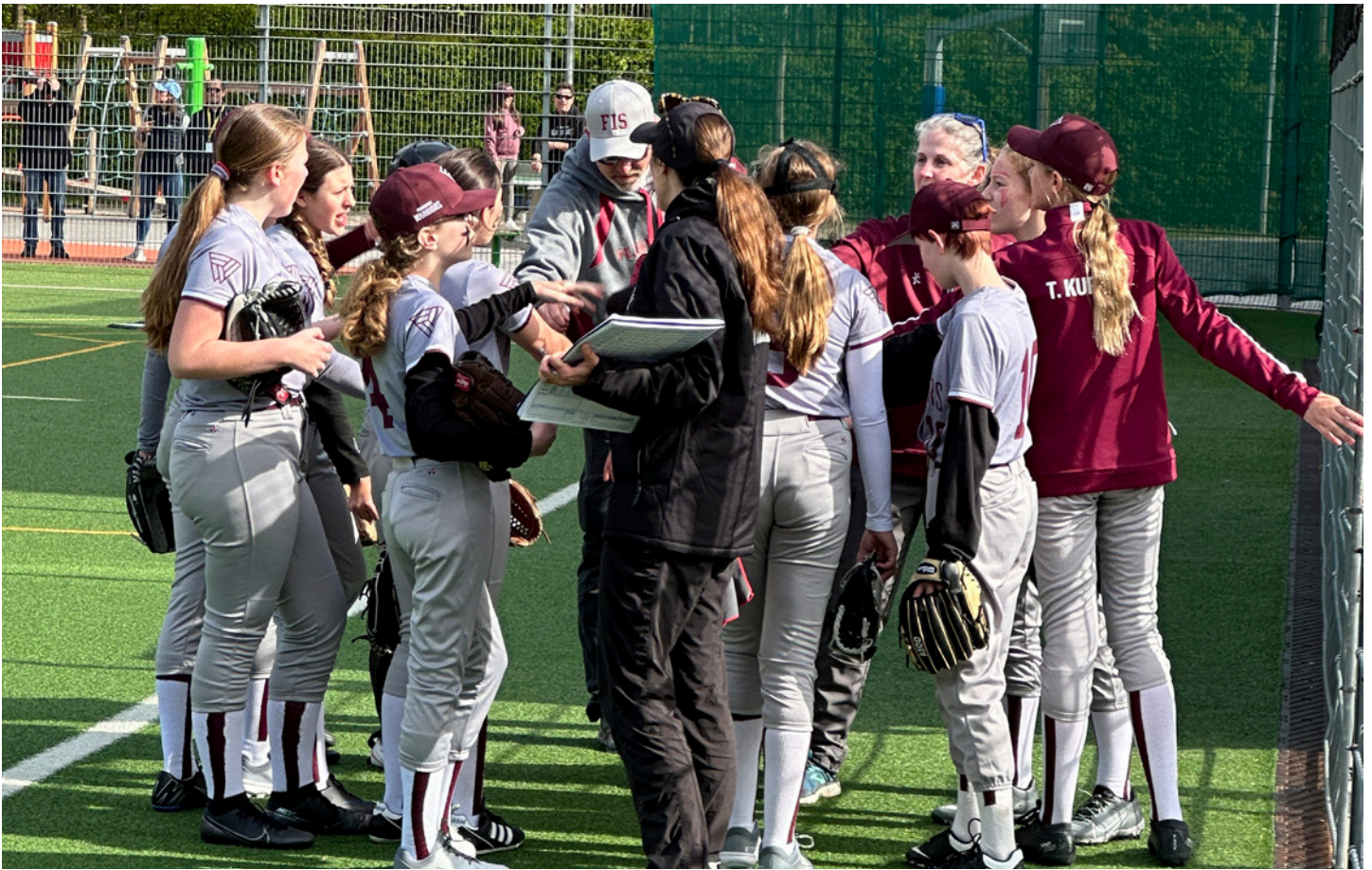
Tuition assistance budget  
**€2.9 million**



Annual schoolwide operating budget  
**€62 million**

Nationalities represented in the faculty: 30  
Average number of students receiving tuition assistance: 150  
Endowment: Approximately €28 million

Varsity sports: 12  
Classes and clubs for students and adults: 400  
Annual fine arts productions/exhibitions: 30



## Overview

Frankfurt International School (FIS) is a non-profit international school, providing students aged 3 to Grade 12 a world-class education across two campuses – FISO (age 3 to Grade 12) in Oberursel, and FISW (age 3 to Grade 8) in Wiesbaden. Current student enrollment is approximately 1,800 (1,600 at Oberursel and 200 in Wiesbaden). Founded in 1961, the school’s teaching and learning practices are rooted in the International Baccalaureate (IB) with a strong emphasis on academic rigor and preparation for university studies. While academic success is at the center of school life, the arts, sciences, humanities, language learning, life skills and athletics provide the foundation for their learning community.

The Upper School is composed of Grades 6-12, with the Middle School representing Grades 6-8. The Middle School has its own identity while also being integrated in various ways with Grades 9-12.

FIS is accredited by the *New England Association of Schools and Colleges (NEASC)*. It is also a founding member of the *International Baccalaureate Organization (IBO)* and has been offering the IB Diploma Programme for over 50 years, as well as an American High School Diploma. The school is a founding member of the *European Council of International Schools (ECIS)*, which was renamed The Educational Collaborative for International Schools in 2016 and is also a member of the *Association for German International Schools (AGIS)*.





## POSITION OVERVIEW

The Middle School Principal is the instructional leader and administrative head of the Middle School (MS) and is responsible for students in Grades 6-8. The successful candidate will have experience and an authentic passion for working with this unique age group and will understand the developmental characteristics and behavior that are part of maturation at this age. The Middle School Principal has day-to-day responsibility for the learning environment and culture of this division in alignment with the FIS Mission and Beliefs. The Middle School Principal supervises the faculty and staff who work in this division and supports the parents and families associated with this division through relevant programs and services. This position collaborates with other members of the school's leadership team to ensure alignment and a positive school wide culture.

In addition, this position has additional responsibility as the Director of Teaching and Learning for Grades 6-10. This role provides leadership for student learning in those critical middle grades, and focuses on transition from elementary and to the IB program in Grades 11 and 12. As such, this position works closely with the Assistant Head of School, Elementary School Principal, Upper School Principal, IB Coordinator and Department Heads. Additionally, this individual collaborates closely with and supervises the Middle School Assistant Principal.

This position reports to the Head of School and is a member of the School Wide Leadership Team, engages with the Board of Trustees through committee work and showcase presentations, and leads joint school-wide strategic leadership around specific impacts.

## SAFEGUARDING

Frankfurt International School is committed to ensuring the safeguarding and well-being of its students and expects all faculty, staff, and volunteers to share this commitment. The recruitment process at FIS is carried out in accordance with recommendations of the International Task Force on Child Protection and includes rigorous background checks prior to appointment.



## EQUITY, JUSTICE, AND BELONGING

[Equity, Justice, and Belonging \(EJB\)](#) are foundational principles at Frankfurt International School. As such, it seeks to attract candidates who will contribute to the growing diversity of voices, backgrounds, and perspectives in its community. FIS welcomes applicants from all backgrounds, including those traditionally underrepresented in the international school community.

## COMMITTED TO EXCELLENCE

FIS holds its school to the highest standards, knowing that many of its students, who come from over 60 nations, will leave FIS and continue onward to other top-ranked schools around the globe. FIS is proud of its school's reputation and long history as a high-achieving IB school, yet its experienced faculty also remain focused on preparing students to be successful in an ever-changing world. Whether it's learning to play a stringed instrument in Primary School, exploring new worlds through Virtual Reality in Grade 4, or starring as a lead in an Upper School drama performance, FIS offers a challenging and dynamic educational program to fit the individual needs of each student.

## FAMILY-ORIENTED

FIS does not simply accept students, it accepts families. FIS takes its mission to be a family-oriented school seriously and strives to create a place where a meaningful partnership of mutual support exists between home and the school. The richness of FIS is grounded in the way it communicates with families and actively involves them in the learning community. [Parents](#) can volunteer at school, as well as join their own [adult classes and special events](#). Many of their families have traveled far from their countries of origin and FIS offers itself as a new home for families.

# QUALIFICATIONS AND SKILLS

- Experience as an effective Principal or Assistant Principal for this age group;
- Well-versed in academic program development;
- Master's Degree or equivalent preferred;
- Relevant administrative credentials;
- International experience preferred;
- Exceptional interpersonal, leadership, and communication skills;
- Strong organizational ability and initiative;
- Proficiency in relevant educational technology and administrative tools;
- Experience with or knowledge of the IB, IGCSE or other similar programs;
- Successful teaching experience.

## Learn More

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

[School Website](#)

[FIS Leadership Profile](#)

[School History](#)

[School Profile](#)

[Strategic Direction](#)

[About Frankfurt, Germany](#)

## To Apply

Interested and qualified candidates are invited to contact the consultants in confidence. Applications will be accepted until September 1, 2024 or until the position is filled, whichever is sooner. 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;
- Statement of educational philosophy and leadership practice;
- 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)

Candidates need to submit the four documents above to:

### **Madeleine Maceda Heide**

Senior Consultant

madeleine.maceda.heide@carneysandoe.com

### **Karen Neitzel**

Senior Consultant

karen.neitzel@carneysandoe.com