

PRIMARY SCHOOL PRINCIPAL 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



Primary School enrollment
220



Nationalities represented in
student body
60+



Languages spoken:
30+



Faculty in the Primary
School
29



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 Primary School is a purpose-built facility designed to foster the unique developmental needs of students in early childhood “First Steps” (age 3) through Grade 1. Located on its own footprint on the FISO campus, the school has large, bright classrooms, ample shared space for community time, and individualized areas for skill development such as occupational therapy and learning support.

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 Primary School Principal is an experienced instructional leader and administrative head of the Primary School (PS). The successful candidate will have relevant knowledge and experience with developmentally appropriate practices for this age group, will have expertise in leading early childhood professionals towards current best practices and in supporting parents with young children through their growth and development. The Primary School principal is responsible for the day-to-day management of a safe, healthy, inclusive and positive learning environment for all children, in keeping with the FIS Mission and Beliefs. The principal supervises the faculty and staff of the Primary School and will collaborate with other members of the school's leadership team to ensure alignment and a positive overall school culture. 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 also leads joint school-wide strategic leadership around specific impacts.

The primary school will welcome the new principal to a student-centered, engaged community of colleagues and parents. The teachers are excellent and the parents are passionate about the special experience the Primary School provides. As the cost of international education increases, early childhood education is an area where parents may defer school enrollment to an older age. As a school we must market and deliver the exceptional characteristics which makes our Primary School worth the investment for families living in the region.

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 Primary/Elementary School Principal or Assistant Principal;
- 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 PYP Program or other inquiry-focused curriculum;
- 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 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

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Karen Neitzel

Senior Consultant

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