



SECONDARY PRINCIPAL COSTA RICA INTERNATIONAL ACADEMY (CRIA)

Position Posted: January 11, 2023

Application Deadline: February 20, 2023

Contract Start Date: August 1, 2023 (or earlier)

THE POSITION

Costa Rica International Academy (“CRIA”) seeks an educational leader who has passion for excellence in teaching and a demonstrated track record of leading student-centered learning in the K-12 setting. This position begins on August 1, 2023, or earlier depending on availability.

This position provides an exceptional opportunity for an outstanding educator with a global perspective and a desire to become part of a learning community characterized by strong relationships, diverse interests, and a rigorous educational mission. CRIA’s campus enrolls approximately 450 students of roughly 22 nationalities from both the local and international communities in Guanacaste and employs a diverse faculty of international school educators from 11 nationalities (predominantly American) and a comprehensive support staff. The overall enrollment of CRIA is strategically targeted to grow to 520+ students by 2025.

CRIA was established in 2000 to provide high quality American international education to both expatriate and local children in Guanacaste. The school has grown and progressed to become Guanacaste’s best and most highly regarded American school, and the only US and CR accredited school in the province. Today CRIA is a vibrant school, equipped with academic resources and extra-curricular opportunities, all aimed at enhancing students’ lives and connecting them to a greater global community.

CRIA is a Pre-K through Grade 12 school with the new Secondary Principal appointment to oversee specific leadership/management tasks within each of our upper division, the Middle School and High School combined. The Secondary Principal position is an integral part of the school’s leadership team.

The new Principal must be a strong educational leader, excited by and committed to the ongoing implementation of our CRIA founding documents and mission statement.

Specifically, the new Principal must demonstrate a grounding in the CRIA Learning Aims and Objectives:

At Costa Rica International Academy we believe in fostering a love for lifelong learning and the idea that learning should be engaging, challenging, relevant and fun. Through the teaching at



CRIA, students are equipped with the skills, knowledge and understanding to prepare them to make meaningful contributions to the world. We believe that through a structured plan for teaching and learning our students will be prepared to live fulfilling and rewarding lives.

Aims and Objectives

The teaching and learning policy is intended to promote consistency, high standards and the achievement of school aims. We strive to provide for the development of the intellectual, social, aesthetic, and moral values that satisfy the needs of our students and the requirements of today's world citizens. Through high quality teaching, we strive to:

- Serve students from the expatriate and local communities;
- Maintain high academic standards and foster a love of learning;
- Provide a program that focuses on basic skills in English and Spanish (literature, writing, speaking, and listening), math, science, history, geography, physical education and the arts;
- Maintain a structured plan for learning, which clearly articulates curriculum content;
- Evaluate student learning frequently with a variety of assessment tools to ensure that each child is progressing appropriately;
- Help students prepare for a world of rapid change in which continuing education, creative thought, the ability to use technology and acquisition of skills are essential;
- Value and teach cultural understanding and knowledge of the complexities of our world;
- Teach and model virtues such as honesty, compassion, diligence, kindness, fairness, loyalty, and the "Golden Rule"; and
- Prepare students for admission to universities in North America, Europe, Costa Rica and around the world.

The Principal has overall responsibilities set by the School Director for specific organizational, operational and academic functions of the School, including working with the School Director and other CRIA leaders to recruit, develop and retain outstanding faculty and staff. The Principal will work with the School Director and fellow school leaders to implement the school's strategic plan and programs and will assist the School Director in the day-to-day operation of its Secondary program.

THE SCHOOL

CRIA offers a full Pre-K-Grade 12 American curriculum, taught in English by a highly motivated staff of certified and experienced teachers. The curriculum is designed to prepare students for entry into highly competitive colleges and universities in the United States, Canada, Europe and elsewhere. We have adapted the Virginia standards of learning to our unique learning environment and have capstone subject courses from the Advanced Placement program in Grades 10 through 12. We also have a dual enrollment partnership with Grand Canyon University, where our highly capable students can earn university credit while still in CRIA HS.

The CRIA curriculum includes a full complement of PE/athletics, Spanish Language, performing and visual arts. Students also enjoy a broad range of extra-curricular activities. The school's sports teams, as well as groups such as the Model United Nations Club, have travelled to take



part in international tournaments and other events. The school's goal is to develop students' core and essential skills, as well as their capacities for critical thinking and creativity. In addition to cultivating a passion for learning, CRIA promotes students' development of their character, their skills as young leaders, and their sense of civic responsibility.

CRIA is fully accredited by the Middle States Association of Colleges and Schools (MSA).

ORGANIZATION AND GOVERNANCE

The School Director reports to the CRIA's Board of Directors and is a permanent non-voting member. As a private, independent school Board, all new Board members are appointed by the existing CRIA Board members, and the Board is self-perpetuating. The Board has the School Director to represent the staff and students' concerns, as well as current parent appointees to represent parental concerns.

CAMPUS AND FACILITIES

CRIA enjoys Guanacaste's best school campus. The campus includes spacious, resourced classrooms, computer and science labs, a cafetorium and a full-sized gymnasium and an outdoor swimming pool, as well as a soccer field, play court and play structures. The school also benefits from IT infrastructure and resourcing.

RESPONSIBILITIES

- Embody, manifest and advocate the mission of the school.
- Strategically implement approved Action Plans for the Pre-k to gr 12 program.
- Dynamically lead and continuously improve the school.
- Build a keen sense of cohesiveness and collaboration among a diverse community of teachers, staff, parents and students.
- Provide educational leadership to develop, evaluate, manage and continuously improve the educational program, activities, and extra-curricular programs and other such events at CRIA as assigned by the School Director.
- Represent the school and be a champion for the school in both internal and external communication, inclusive of Parent Coffee Mornings and student assemblies hosting/leadership.
- Collaborate to develop a strong faculty, actively assist the School Director in all matters regarding performance evaluation, and teacher duties scheduling and management.
- Work collaboratively with the Guidance Counselor, taking the lead on discipline and character-building exercises for students.
- Active presence at all school programs and timings, within the timetable and in after-hours events/activities.

Preferred Skills and Experience



- A strategic thinker, with experience implementing strategic plans.
- Proven track record of success in leading, retaining, and managing faculty.
- Interest in a long-term commitment to the school.
- Strong interpersonal skills and ability to lead a diverse school community of teachers, staff, parents and students.
- Strong public speaking, oral and written communication skills; able to be a strong public “face” of CRIA.
- Excellent people manager, capable of building and motivating a cohesive team and challenging them to excel.
- Experience in student discipline based upon prescribed rights and responsibilities.
- An accessible, open, and transparent leader.
- Fluent English speaker, with at least conversational Spanish.
- Flexibility, a smile, and a sense of humor.

QUALIFICATIONS

The CRIA Secondary Principal position provides a regionally competitive salary and benefits package. The ideal candidate will have the following qualifications:

- A minimum of a master’s degree in Educational Leadership and Principal Certification;
- A proven track record in educational leadership, including experience as teacher-leader or administrator at a quality American or international school;
- Experience with and appreciation for the power of MAP (KG-Gr 8) testing to improve student learning;
- The ability to lead and work collaboratively with a talented team of teachers, administrators, and other school personnel;
- A strong and outgoing personal presence;
- Proven commitment to a well-balanced program that focuses on academic excellence;
- Persuasive communication skills, with the ability to reach out to many constituencies;
- The ability to recruit and retain highly qualified teachers; and
- The flexibility to learn and adapt to new cultures and situations.

TO APPLY

Please apply directly to CRIA by submitting:

1. A current resume with photo in top right-hand corner;
2. A list of three references including current supervisor with current telephone numbers and email addresses;
3. A letter of application no longer than two pages (one-page is ideal), explaining your educational beliefs, leadership strengths and professional and personal interests;



4. Short answer to the following question: “Why is CRIA the right school for you?” in either a short-written form (250 words) or a 2-minute video.

Please email these documents within one pdf file (or with additional video file) addressed to the School Director, Dr. Lynn Pikero, at l.pikero@criacademy.com and cc admin@criacademy.com. We encourage you to apply at the earliest possible time and no later than February 15, 2023. The review of files will begin as soon as applications are received.

The target date to finalize this assistant principal appointment is April 15, 2023.

Although we thank every candidate for their interest, only those selected for the semi-final round will be contacted. We thank you for your interest in CRIA.