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AZ-ZAHRAA ISLAMIC ACADEMY | PRINCIPAL OF SCHOOL

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THE ORGANIZATION

AZ-ZAHRAA ISLAMIC ACADEMY

The Az-Zahraa Islamic Academy (AZIA) is an independent elementary school that is inspired by the doctrines and values of the Islamic faith and offers a broad and balanced program that is inline with BC's redesigned curriculum; it is classified as a Group 1 independent school under the BC Ministry of Education guidelines. It strives to nourish spiritual and academic excellence in its students. AZIA is currently ranked in the top 15% of schools in BC and strongly values its partnership with parents and the wider community.

AZIA opened in 2003 and currently offers Junior Kindergarten to Grade 7 education. The school is located at the Az-Zahraa Islamic Center in Richmond BC, which includes a beautiful mosque, a large library, playgrounds, and a full-size gymnasium. AZIA is a destination school with students from across the Lower Mainland.

AZIA aims to provide its growing community of over 230 students with a solid foundation of Islamic values, nurturing and strengthening the faith of its youngsters in thought and in practice, an outstanding educational experience, and the skills to confidently and effectively interact in society.

With a commitment to nurture strong individuals and members of society, AZIA aims to instill Islamic wisdom, thinking and practices within its students, manifested in meaningful pursuit of spiritual, intellectual, artistic, technological, athletic and service endeavours. AZIA ensures that each student feels known and is challenged. The focus is on empowering students to become courageous, compassionate, powerful thinkers and leaders, and aware of the impact they can have on their community and beyond. There is an atmosphere of respect, caring and support to encourage independence, resiliency, mindfulness and innovative thinking for all ages.

Azia's strong team is made up of 30 enthusiastic, dedicated and committed members who bring tremendous strength to the school. They are a highly qualified group of professional educators who are committed to providing an exceptional educational experience for the students. Staff are encouraged to be leaders in their areas of expertise, supporting one another in their own commitment to excellence in their craft.



Over the last few years, AZIA has enjoyed considerable success and growth. The tight-knit administrative team is a professional and capable group who work alongside teaching staff to create the necessary environment that will ensure the whole staff team is working toward achieving the mission and vision of the organization.

AZIA envisions the education of children in collaboration and partnership with the greater community. A strong robust educational program will assist in preparing a strong Muslim community; similarly, a supportive community, which is invested in the religious and educational needs of its members, will be able to enhance the quality of the school. It is for this reason that the school needs to work to ensure a strong positive relationship with both the Az-Zahraa community as well as other Muslim communities that the families are a part of. Strong collaborative efforts on the basis of faith will bring about greater blessings for all parties and help AZIA realize holistic nurturing and education of our children. AZIA also has great ties with the outer communities and neighboring schools by having joint activities, programs and competitions regularly.

The school is anchored by a dedicated Board, parent volunteers who are deeply committed, and loyal community members who participate in a range of efforts. Parent involvement is a cornerstone of the school's success as involved parents help to develop inspired students.

Over the past 20 years, the aim of Az-Zahraa Islamic Academy's staff, board, parents, students and community has been to create an excellent educational institution with its own unique culture. Over the coming years, the school has an exciting mission to achieve AZIA's vision of the school: To be recognized as a top-tier school that provides a solid foundation of Islamic values, an outstanding educational experience, and the skills to confidently and effectively interact in society. Leading the school with this vision will be the key focus of the new Principal. The Principal will be fully supported and charged with leading the school through the next phase of its evolution.

To learn more, please visit Az-Zahraa Islamic Academy's [website](#).

THE OPPORTUNITY

PRINCIPAL OF SCHOOL

AZIA is looking for a visionary, dedicated and effective Principal of School ("Principal"). The Principal will be responsible for the leadership and day-to-day operations of AZIA, comprised of Grades JK to 7, and for implementing the school's mission, strategic framework, policies and procedures, established and collaboratively developed by the School Board, to ensure that all students are supervised in a thriving, dynamic, nurturing and safe Islamic learning environment which strives for educational excellence.

This is an exceptional opportunity for a motivated and energetic leader to be part of an exciting, bold, community-vision and inspire AZIA to be a leading school in its class. The challenge is to take an institution that has created a strong foundation and is experiencing significant momentum, and lead it through a new era of excellence – all with the goal of providing students at AZIA with the best education possible anchored by a strong Islamic foundation. The new Principal will work collaboratively with the staff, the administrative team, the board, the parents and the community to shape and implement the strategic vision for the future.



Key Responsibilities

General

- Fosters an environment of instructional excellence integrated with a foundation of Islamic values and thinking;
- Ensures adherence to BC Ministry of Education regulations and standards;
- Committed to recruiting, hiring, growing, and retaining top teaching faculty and staff;
- Consistently implements best practices in education, curriculum, and assessments to support student engagement and learning;
- Works closely with the School's Islamic Studies Director to help cultivate an environment promoting Islamic values and thinking amongst students;
- Ensures student well-being and safety, addressing student concerns and ensuring support for students with diverse learning needs;



- Inspires and supports students and staff to reach their full potential;
- Develops an annual School Plan in alignment with the school's strategic objectives and other priorities as identified through collaboration with the School Board and staff;
- Oversees effective communications within the school and externally including with parents;
- Builds relationships with AZIA's neighboring schools, local school district(s), and Associate Secondary schools to foster successful community integration and transitions for students;
- Effectively and efficiently oversees the operations of the facilities and school organization;
- Overseeing and being accountable for school-based budgets through close collaboration with the School Board Treasurer;
- Encourages parent participation with events and to support school goals through facilitation of the Parent Volunteer Group; and
- Designs and implements fund raising and volunteering strategies, programs, and events.

Educator

- Serves as the educational leader of AZIA, through the provision of guidance and direction to academic and co-curricular programs governed by the laws and practices of Islam, through inspiring students to be their best, and through encouraging staff to continuously develop their own strengths and skills.

Visionary Leader

- Sustains AZIA's educational mission, ensuring that the school continues to provide an exceptional experience for its students, and that the balance among academics, arts, technology, athletics and co-curricular activities is supported and maintained with developing a strong foundation in Islam; and
- Works in partnership with the Board, Islamic Studies Directors, staff and administration in the achievement of AZIA's goals and objectives
- Works toward the development and implementation of the School's long-range strategic plan; reports to the Board on operations and provides guidance and vision for the future of the School; and



- Maintains AZIA's reputation for excellence and celebrate the Islamic culture while ensuring that the School continues to grow and evolve as an innovative world-class learning environment.

Relationship Builder

- Takes a sincere interest in the students, challenging them to reach their potential while maintaining the warm environment that is responsive to their needs and the needs of AZIA's community at large;
- Maintains excellent relationships and communications with various constituent groups which make up the School community – students, staff, parents, the Board, community and alumni; and
- Serves as an active, dynamic spokesperson and ambassador for AZIA, to various professional organizations and communities, other independent schools, and various external stakeholders, including university administrators, media and government officials.

Manager and Administrator

- Ensures the continued financial well-being of the school with the key partners and provides leadership for campus and enrollment growth;
- Continues to develop and enhance the policies and procedures that govern the operations of AZIA, and ensuring a culture of accountability, consistency, clarity and transparency in how decisions are made and implemented;
- Challenges and mentors staff, through the creation of a team environment where all are encouraged to participate and assume leadership roles; leads the entire staff team through recruitment, motivation, feedback, evaluation and on-going professional development.

THE PERSON

AZIA is seeking an exceptional leader to build on the tremendous success that the School has enjoyed and to lead AZIA towards its 25th anniversary. They will possess courage of conviction, care towards well-being of students and staff, sense of fairness and justice, and the highest level of personal integrity and dedication. AZIA recognizes the challenge and complexity of the position and that no one individual will have all of these skills and attributes in equal measure; however, the following background, experience and personal qualities will be sought in candidates.



General Qualifications

- Master's degree in education, or a related discipline; BC Teaching Certificate (or eligibility);
- A deep understanding of B.C curriculum, instruction, and assessment;
- Demonstrated excellence in teaching and school leadership; a thorough understanding of independent school culture is an asset;
- Strong interpersonal and communication skills; skilled at developing relationships with a broad range of stakeholder-groups;
- Strong foundational understanding of Islamic beliefs, values, and practices;
- A high level of initiative, energy, and motivation;
- Successful experience developing, implementing, and managing strategy, policy, finances & budgets, and HR processes such as hiring and evaluating staff; and
- Committed to nurture a strong Islamic identity and be a role model for both students and staff.



Personal Qualities

- A natural personal style that connects easily with others, balances firmness and fairness in problem resolution, and demonstrates an active interest in students' development as individuals in a community;
- An excellent listener, strong communicator with superior public-speaking skills;
- A high level of personal strength, stamina, energy, and a good sense of humour;
- Nimble, adaptable and versatile with the emotional intelligence to recognize organizational needs and the skills to act on those needs; and
- Inspires through commitment, strong communication, personal empathy, positively define culture and unite behind a single vision.



Competencies and Personal Characteristics

Leadership – Achieves desired organizational results by encouraging and supporting the contribution of others; a proactive and positive team player who acts with a sense of urgency and leads by example; sets and communicates clear goals.

Accountable – Holds self and others accountable for responsibilities; focuses on results and measuring attainment of outcomes in a business focus.

Strategic – Develops a plan in support of organizational strategic direction. Demonstrates an understanding of the link between one's job responsibilities and overall organizational goals.

Integrity and Honesty – Demonstrates a resolute commitment to and respect for the spirit behind the rules and core values of the organization, setting an example of professionalism and ethical propriety.

Community Commitment – Commits to the education of the whole child; understands and appreciates the importance of community, and to respects and embraces the unique traditions, philosophy, and values of AZIA

Creativity and Innovation – Develops new insights into situations; questions conventional approaches; encourages new ideas; designs and implements new or cutting-edge programs/processes.

Effective Working Relationships – Treats colleagues, and stakeholders with respect; resolves conflicts in a timely manner, negotiates effectively, and provides effective feedback to colleagues/employees.

Communication – Clearly presents written and verbal information; writes with clarity and purpose; communicates effectively in both positive and negative circumstances; listens well.

People Development – Fosters learning and development of others through coaching, managing performance and mentoring; has a genuine desire to develop others and help them succeed; formally and informally recognizes deserving staff and colleagues.

Student Focused – Anticipates and attends to the needs of internal and external partners of the school; keeps student interests in the forefront.



COMPENSATION

A competitive compensation package will be provided including an attractive base salary and excellent benefits. Further details will be discussed in a personal interview. The salary range is \$130,000—\$150,000.

FOR INFORMATION PLEASE CONTACT:

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