



*In the Name of Allah, Most Gracious, Most Merciful*



## **ANNOOR ISLAMIC SCHOOL**

6655 E. 34th Street N.

Wichita, KS 67226

(<http://www.myannoor.com>)

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### **HEAD OF SCHOOL POSITION AVAILABLE**

Annoor Islamic School (AIS) is dedicated to providing its students with an excellent learning experience. The school was established in 1996, and its academic program is accredited by the State of Kansas. Currently, the school offers classes from pre-K to 8<sup>th</sup> grade and has a student population of around 110. AIS invites educators with energetic innovative ideas to apply for the position of Head of School (HOS). The HOS will lead and support the faculty and staff in achieving the mission and goals of AIS, while effectively engaging parents and the local community. The HOS must also be a team player and must possess an understanding of supervision, evaluation, professional development and recruitment of personnel; educational policy development; overseeing school operations; budgeting; fundraising and admissions. A consistent record of satisfactory performance in previous employment and strong communication skills are required.

#### **Qualifications:**

A Master's degree, awareness of best practices educational programs/curriculum, experience in the classroom at the grade levels served by the school, strong management, administrative and communication skills, ability to initiate changes, ability to oversee the school's finances and development activities. Must hold a principal certificate or willingness to pursue certification within one year of appointment. At least 3 years of relevant experience and a deep understanding of Islamic principles is preferred. Citizenship, residency or work VISA in the United States is required.

#### **Equal Opportunity Employer:**

Annoor Islamic School does not discriminate on the basis of race, color, sex, religion, or national or ethnic origin in the administration of its educational policy, admissions' policies, scholarships and loan programs, as defined and required by the state and federal laws.

#### **Salary & Benefits:**

Salary and benefits package will be commensurate with qualifications and experience. Interested candidates should send their resume with a cover letter via email or mail by March 1<sup>st</sup>, 2010 to:

Islamic Society of Wichita  
Board of Education  
P.O. Box 8157  
Wichita, KS 67208-0157  
Tel / Fax: 316-685-5768  
Email: [aisjobs@myannoor.com](mailto:aisjobs@myannoor.com)

Screening of applicants, leading to interviews for qualified candidates, will begin March 1<sup>st</sup>, 2010, for the position starting July 2010.