



Vice Principal - Avasara Academy

Position Summary

The Vice Principal will oversee whole-school administration and student development, with a particular emphasis on middle school programs. They will work closely with the Principal to ensure alignment between middle school and high school. This role involves overseeing bridge programs and ensuring a strong foundation for academic and socio-emotional growth in middle school while sharing administrative responsibilities with the Principal.

Key Responsibilities

Middle School Leadership

- Oversee middle school curriculum planning, instructional strategies, and bridge programs.
- Develop and implement interventions to address diverse learning needs in middle school.
- Guide teachers in fostering foundational skills and preparing students for high school success.
- Ensure alignment of middle school programs with Avasara's academic and leadership goals.
- Continuously track and evaluate student learning outcomes, benchmark them against global standards, analyze subject-wise and department-wise trends and patterns, and design targeted interventions to address identified gaps and foster academic excellence, particularly in middle school.
- Work on academic interventions for Avasara's residential scholars.

Student Development

- Collaborate with the Counselling Team to design and implement advisory programs and life skills seminars for middle school students.
- Track and monitor middle school student progress, identifying and addressing academic or behavioral challenges.
- Plan and supervise co-curricular activities that enrich all students' educational experience, including assemblies.
- Support the development of leadership programs that prepare students to be change-makers including Avasara's Leadership-Entrepreneurship-Indian Studies curriculum, specifically for middle school.

Administrative Responsibilities



- Assist the Principal in managing school operations, including timetabling, data analysis, and compliance.
- Oversee assessments, student evaluations, and reporting for middle school students.
- Support recruitment, orientation, and professional development for middle school faculty.
- Work with the Student Registrar to ensure effective documentation, organization of student records etc.

Culture and Community Building

- Promote a culture of respect, accountability, and empathy among middle school students.
- Serve as a mentor for faculty, fostering collaboration and alignment with Avasara's mission.
- Engage with parents and guardians to address concerns and build partnerships for student success.

Qualifications

- Successful teaching and leadership experience in middle school education.
- Expertise in developing and implementing academic interventions.
- Fluency in English; proficiency in Hindi/Marathi preferred.
- Strong organizational, communication, and mentoring skills.
- A postgraduate degree in Education or a related field is preferred.

Location: Pune, India

Start Date: June 2026 (pre-joining activities may take place in the last week of May 2026)

To Apply: Email personnel@avasara.in with a CV or resume and cover letter detailing your experience and interest in the position. Please enclose a list of 2 references with your application (one of which should be your current supervisor).