

KIMBERLY BISHOP

Saida, Lebanon

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PROFESSIONAL PROFILE

Educational leader with extensive experience in school administration, curriculum coordination, faculty supervision, and operations, supported by formal training in Business Administration and Education. Proven ability to lead multicultural teams, ensure academic quality, maintain compliance with institutional and regulatory standards, and foster a safe, student-centered learning environment. Experienced in private, international, and IB school settings in Lebanon and the United States.

CORE LEADERSHIP COMPETENCIES

School Leadership & Administration
Curriculum Oversight (IB PYP & International Programs)
Faculty Supervision & Professional Development
School Operations & Compliance
Parent & Community Engagement
Strategic Planning & Problem Solving
Staff Performance Evaluation
Cross-Cultural Communication

PROFESSIONAL EXPERIENCE

Business Teacher – Springfield High School, Ohio (2022–Present)

Deliver structured business and career-readiness instruction aligned with academic standards. Apply differentiated teaching strategies to support diverse student needs. Maintain effective classroom management and contribute to school-wide academic planning.

Social Worker – Adopt America, Ohio (2022–Present)

Conduct professional assessments and prepare formal documentation in compliance with regulations. Coordinate with multidisciplinary teams while maintaining confidentiality and ethical standards.

IB PYP Coordinator & Academic Advisor – NEIGB / Rafic Hariri High School, Lebanon (2013–2020)

Provided academic and administrative leadership, coordinated curriculum planning aligned with IB PYP, supervised educators, and served as liaison between administration, staff, parents, and students.

EDUCATION

B.A. Elementary Education – University of Dayton

B.S. Business Administration – University of the People

CERTIFICATIONS & TRAINING

PCSA CORE Casework Training

OCWTP Tier 1 & Tier 2 – Adoption Assessors (Ohio)