

HEAD OF SECONDARY (international curriculum)

Asia Pacific School

(In partnership with International Partnership Group, UK)

Job Start:	January 2021
Work Location:	Subang, Kuala Lumpur area, Malaysia
Contract Type:	Full Time
Contract Term:	Two-Year Fixed Term

Description

An Opportunity in Malaysia Awaits You.

Asia Pacific School (APS) is a thriving and highly successful union of a large international school and a large Malaysian national curriculum school (both with primary and secondary sections). Asia Pacific Smart School (APSS, the Malaysian national curriculum school) was established in 2006 and it was joined in 2012 by Asia Pacific International School (APIS). All sections of Asia Pacific School are highly popular and high performing. Examination grades in both curricula are very strong.

Asia Pacific School offers a welcoming, inclusive and stimulating environment to work. We are also part of the International Schools Partnership (ISP) a leading international educational company based in London with 47 schools across the world. As such, we are part of a worldwide family with sister schools in, amongst others, Spain, UK, Mexico, Costa Rica, USA, Dubai and UAE.

The international sections (APIS) follow a UK (English) curriculum at primary and secondary level, culminating in IGCSE examinations in Year 11. We are a centre for Cambridge International Examinations (CIE). The primary and secondary international sections of Asia Pacific School are together a truly cosmopolitan community of almost 800 students of over 30 nationalities. Our teaching staff are mostly Malaysian with some expatriates.

The school is located within easy travel by car (approximately half an hour) or public transport to central Kuala Lumpur. Kuala Lumpur itself is a truly global city and according to the UK's *Independent* newspaper, it ranks second in the world as a place to live for expats (see link below). We are in easy travel to Kuala Lumpur International airport and very close to the smaller Subang airport, from where one can fly very cheaply to the many wonderful places to visit in Malaysia.

<https://www.independent.co.uk/travel/news-and-advice/expat-asian-cities-taipei-ho-chi-minh-city-kuala-lumpur-internations-a9233856.html>

The Role

We are looking for a suitably qualified, inspirational and experienced **Head of Secondary (international curriculum)** to join our forward thinking and dynamic teaching team that provides quality teaching and learning for our students – commencing January 2021.

The Role & Expectations

- To uphold the school's vision, mission and core values.
- To be an experienced secondary school head.
- To be part of the school's leadership team.
- To contribute to the school's strategic development and annual development plans.

- To have sound knowledge and practice of the National Curriculum for England, curriculum development and current educational thinking.
- To have a sound knowledge of IGCSE and / or GCSE.
- To possess excellent knowledge and experience of assessment and tracking to inform student progress, including the use of standardised tests to impact on learning.
- To lead and support the school's appraisal system.
- To have a good understanding of data management systems would be an advantage.
- To be able to manage a budget effectively.
- To be an excellent practitioner.
- To be able to coach and mentor staff.
- To be an excellent leader and team player.
- To be able to lead and motivate a team effectively.
- To be a self-starter.
- To contribute to the wider school community to raise the school's profile.
- To possess excellent communication and people skills.
- To be able to liaise with parents effectively.

Pre-Requisites:

1. Appropriate degree and teaching qualification (e.g. PGCE, B. Ed).
2. Minimum 5 years' experience working in a secondary school.
3. A passionate educator with high levels of professionalism and care for children.

The Package

This is a two-year contract with an option to renew at the end. Benefits include:

- Competitive salary
- Generous contributions to an Employee Provident Fund (EPF)
- Overseas allowance
- Fee reduction for children of employees
- Medical insurance
- Flight and shipping allowance at the beginning and end of the contract

Interviews will be completed via video link.

How to Apply

The closing date is 31/7/2020 but it is strongly recommended to submit applications as soon as possible.

Further information and details of other positions are available on our website: <https://www.apschools.edu.my/>

Interested candidates are invited to send in a letter of application including the reasons for applying together with a comprehensive CV, a recent passport-size photograph and contact details of three referees (one of which must be from your current school) to recruitment@apschools.edu.my

Early application is encouraged as we reserve the right to appoint prior to the closing date 31 July, 2020.

Our school is committed to safeguarding and promoting the welfare of all the students in our care and expects all applicants to share this commitment. We follow safe recruitment practices which are aligned to the recommendations of the International Task Force on Child Protection. We hold

ourselves to a high standard of effective recruiting practices with specific attention to child protection. All appointments are subject to an interview, identity checks, criminal record checks, and successful references.

(Please check your Junk Folder for emails and include recruitment@apschools.edu.my to your safe senders list

(We thank all applicants for their expressed interest. However, only applicants short-listed for an interview will be notified.)