

**DIRECTOR OF LEARNING – PHYSICAL EDUCATION**

**THE BRITISH SCHOOLS**

**Montevideo, Uruguay**

Post commencement February 2018

**INTRODUCTION**

The post of Director of Learning – Physical Education is an exciting opportunity to join one of the most prestigious schools in Uruguay. The successful applicant will be a native Spanish speaker, highly qualified, excellent educational practitioner and inspirational leader, based in South America, with relevant experience and proven leadership skills,. We offer a caring and professional working environment and a competitive remuneration based on full-time responsibilities.

**ABOUT THE SHCOOL**

The British Schools (TBS) is a private, coeducational day school located in the leafy suburbs of Carrasco, a quiet and pleasant residential neighbourhood on the edge of the capital city of Montevideo. <http://www.british.edu.uy/>

The total student population is currently over 1450. Almost 87% of the student body is Uruguayan; the remaining percentage comprises students from the United Kingdom, United States, and other countries. The uniqueness of the School’s community is reflected in the fact that many TBS parents attended the School when they were students, and other familial ties are quite common. Student and staff turnover is low. Admission to the School is competitive although preference is given to British citizens and to children of former students and applicants who have siblings already enrolled in the School.

**MISSION STATEMENT**

The mission of **The British Schools’**community is to:

* Form self-confident, creative, inquiring, discerning, fully bilingual students who will strive to develop their talents to the best of their abilities.
* Strive for the highest standards, providing the educational environment and infrastructure to help students to achieve excellence according to their potential in academics, arts and sports, while recognizing individual differences and needs.
* Instill the importance of all human values (including moral, aesthetic, spiritual and social) in all aspects of personal growth and physical development.
* Encourage and promote a sense of belonging, a deep rooted pride and affection for the School as an Institution, its traditions, School Spirit and institutional memory.
* Instill in students the finest aspects of Uruguayan and British values and culture, such as a sense of justice, self-discipline, tolerance and civility, while also offering them the best possible preparation for life in an intercultural setting within a global community.
* Develop in students a sense of profound empathy and an awareness of their responsibility to their community and the need to use their gifts and experience for the good of the world.

**HISTORY**

The School was founded in 1908 to provide a bilingual education combining the Uruguayan national curriculum with a strong English language programme. The School originally had separated boys and girls schools. Later in 1936, when the School became coeducational, it maintained geographically separated Junior and Senior campuses. The British Schools was unified at the Carrasco campus in 1965 and now houses students from Kinder to 6 year liceo. The School is owned by The British Schools Society and governed by a five-member Board of Governors. The School is a non-denominational and non-profit organisation.

**CURRICULUM AND STAFF**

As the founders envisioned in 1908, the curriculum at The British Schools continues to be bilingual and is an apportioned mixture of the Uruguayan national curriculum and an English language programme. At the end of Junior School, students take the Uruguayan “*Prueba de Egreso*.” The School was one of the first schools to introduce the International Baccalaureate (IB) Diploma programme in 1971, making it one of the oldest IB schools in the world. More than 90% of all TBS graduates earn an IB Bilingual Diploma. In preparation for the IB, students sit for International General Certificate of Secondary Education (IGCSE) exams. In addition to the IB Diploma programme, all students graduate from “*Liceo*,” the Uruguayan national curriculum.  After graduation, most TBS students enroll in universities in Uruguay. The British Schools is fully accredited by the Council of International Schools (CIS).

TBS employs 280 staff including approximately 149 classroom teachers. Over three-quarters of the teaching staff is Uruguayan; other teachers come from the UK (10%), Argentina (3%), Chile (3%), as well as a few other countries. Many Uruguayan teachers have been at the School for their entire professional careers, and many also attended the school when they were students.

The British Schools follows a Southern Hemisphere school calendar.

**LOCATION AND FACILITIES**

Located in the residential area of Carrasco, on a beautiful 21-acre (10 hectares) campus, The British Schools' site encompasses the Senior School (6600m2), the Junior School (4687m2) and the Early Years Centre (2050 m2), as well as a cafeteria, sports house and pavilion, outstanding playing fields (one hockey, two rugby, two football fields), a synthetic hockey pitch, outdoor tennis courts, a basketball court, a gymnasium (1654m2), an auditorium and an open air swimming pool.   
  
Students take full advantage of ample sports grounds, where they participate in Rugby, Handball, Basketball, Hockey, Football and Athletics throughout the year. The aim of TBS is to produce first class representative school teams whilst also emphasizing participation and recreation for all with a focus on physical health and personal growth and wellbeing. The gymnasium hosts a wide variety of sports and other activities as well as the curricular Physical Education lessons, which are obligatory up to 4th year liceo (Senior School). A cafeteria is available for those students who buy a meal or bring their own packed lunches.

**THE POSITION**

**Basic Purpose/Accountabilities**

The Director of Lerning – Physical Education is responsible for the day- to-day leadership and management of the PE Department. In this role he or she will be assisted by the Principal of The British Schools, and work in conjunction with The Head of Junior, The Director(a) of the Liceo and The Director of International Programmes. The Director of Learning – PE is expected to take a leadership role in all aspects of life at TBS to ensure that it continues to provide an excellent education to its students; that it is well-managed, and that it maintains its excellent reputation within the community.

**Primary Functions and Responsibilities**

The Director of Learning - PE reports to the Principal and is accountable for ensuring that the Mission and Strategic Focus of the school are fulfilled in the PE Department. He or she will achieve this through the leadership and management of the department in accordance with the policies and directions set by the Board of Governors. The Director of Learning-PE may and will delegate responsibility to other members of the school staff, Rugby and Hockey Coordinators, as he or she deems appropriate.

**Routine School Operations**

* Maintaining, developing, communicating and effectively implementing appropriate operational procedures for the running of the department in accordance with the Policies set by the Board of Governors.
* Promoting the Mission Statement of the school.
* Promoting innovation and internationalism in education, whilst maintaining the reputation of The British Schools as a founder Member of the IB family and the first IB School in Latin America.
* Assisting, together with other Senior Leadership Team members, in all tasks associated with ensuring that TBS maintains its CIS accreditation.
* Assisting in the recruitment, appropriate assignment and professional development of a teaching faculty of high-calibre teachers and coaches who provide an excellent standard of education. This will include involvement in a programme of performance appraisal and reporting.
* Providing inspirational leadership.
* Acting as an appropriate role model for the family-oriented and community culture in accordance with the policies and expectations of the Board of Governors. Ensuring that the positive and happy atmosphere at TBS is maintained whilst ensuring high standards of mutual respect, discipline and self-discipline.
* Promoting open, frequent and effective communications between all members of the PE Department.
* Maintaining an open and fluid channel of communications with the Principal and all members of the Senior Leadership Team.
* Ensuring that annual operational and capital budgets for the PE Department are prepared, monitored and strictly adhered to.
* Ensuring that all students and staff are, at all times, learning and working in a safe environment. This includes responsibility for emergency contingency planning in the PE Department and fields.
* To be a presence at all curricular Physical Education activities and when necessary attending extra-curricular activities and events.
* Undertaking other tasks and duties as requested by the Principal in a professional and timely manner.

**Development Activities**

* Support the Principal and Senior Leadership Team in implementing the School´s long term vision.
* Work in conjunction with the Senior Leadership Team (SLT) and the Financial Manager/Administrator in planning and implementing the School Development Plan and its objectives as approved by the Board of Governors.
* Assist in the organization and promotion of Professional Development activities.
* Continue to review and enhance the Physical Education curriculum to meet the needs of learners.
* Represent TBS in external meetings/functions to promote its image in the wider community.
* Represent and promote TBS at professional conferences.

**PROFESSIONAL QUALIFICATIONS & QUALITIES**

The Board of Governors is proud of the school’s achievements so far and seeks to appoint a well-qualified, dynamic and forward-looking leader who will build on the existing strengths of the Physical Education and Sports activities and lead them into the next phase of its development.

Desirable qualities and attributes of the successful candidate include:

* A degree in physical education or similar.
* Post-graduate in education.
* Prior leadership experience preferred.
* Proven leadership and administration skills gained in an educational environment.
* Ability to develop a clear vision for the future development of the school, motivating, inspiring and challenging both staff and students, together with the knowledge and skills to implement such a vision.
* Evidence of having taken part in a school development process.
* Experience of IGCSE and the IB diploma programme.
* Strong team leadership and exceptional interpersonal and communication skills, with the ability to enhance the collaboration and partnership between Senior Leadership Team, staff, parents and the wider community.
* A good working knowledge of English, native Spanish speaker.
* Sensitivity to working and living in a South American culture and to the needs and aspirations of students and fellow professionals.
* The ability to set standards of academic excellence and to drive the PE Programmes towards these standards and to maintain them.

**PERSONAL CONSIDERATIONS**

The Director of Learning - PE is expected to:

* be a strong leader and serve as a highly visible role model within the school.
* be aware of trends and developments in British and international education through a strong commitment to personal professional development.
* be able to create excellent, productive and respectful relationships with all members of the School’s educational community.
* be committed to interaction with parents, with an active willingness to learn about, understand, and embrace the local cultural environment.

**TERMS & CONDITIONS**

An initial contract would become permanent on the successful completion of an initial probationary year.

Salary for this post is highly competitive, and will be commensurate with the responsibilities of the position.

Educators wishing to apply for this position should send a covering letter, CV and the names and email addresses of 3 professional referees to: [www.british.edu.uy/JobOpportunities](http://www.british.edu.uy/JobOpportunities).

The closing date for the reception of candidates’ documents is **30th October**.