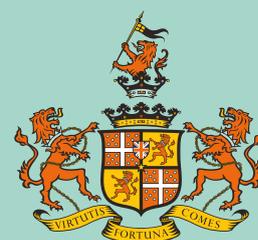


APPLICATION PACK FOR THE POST OF

## HEAD OF SENIOR SCHOOL

WELLINGTON COLLEGE INTERNATIONAL TIANJIN, CHINA

Coeducational | Day and Boarding | 486 Students | First Class British Education for 2-18 year olds



WELLINGTON COLLEGE  
INTERNATIONAL  
TIANJIN

for August 2018



## HEAD OF SENIOR SCHOOL

WELLINGTON COLLEGE INTERNATIONAL TIANJIN, CHINA

Wellington College International Tianjin (WCIT) opened in September 2011, becoming the first international school opened by the prestigious Wellington College, located in Berkshire, England. Wellington College (Crowthorne, Berks) was founded by Queen Victoria in 1859 as the national monument to Britain's greatest statesman, the Duke of Wellington, who also served the country with distinction twice as Prime Minister. WCIT provides the same high standards of excellence and depth of education as Wellington College, UK and there are strong links between the two schools, and indeed with the sister schools in Shanghai and the start-up teams in Hangzhou, China and Bangkok, Thailand whose schools open in August 2018.

Centrally located on a purpose-built campus in the city centre of Tianjin, the College boasts impressive facilities designed in the distinctive classical style of Wellington College, including fully equipped interactive classrooms, a library, an indoor gymnasium, a sports field, a swimming pool and a state-of-the-art theatre. The College caters for children aged from 2 to 18, with a dedicated nursery block housing the younger students on the same site. The senior school currently has almost 200 students from Years 7 to 13.

The school is led strategically by a Board of Governors made up of 3 representatives selected by Wellington China and 2 appointed by Wellington College, all of whom are fully committed to establishing WCIT as the best provision in the region with a reputation centred on academic excellence, internationalism, leadership, responsibility, service to others, outstanding pastoral provision and extra-curricular education. Vital to achieving this aim is the appointment of strong and effective leaders, who are team players, with a commitment to continual self-improvement in all areas of school life.

WCIT is accredited by the Council of International Schools (CIS), a member of the Council of British International Schools (COBIS) and a member of the Boarding Schools Association (BSA).

### The Ethos

Wellington College is one of the most respected schools in the UK and is considered to be one of the greatest leaders in pioneering and transforming education for young people. Having recently been named as the best boarding school in the UK (TES), it is a vibrant and popular school, which was also voted best Co-Ed school in England (Tatler), where students learn to be leaders for life. The College has celebrated over 150 years of commitment to providing the highest possible standards of education and plans to continue to push the boundaries as it strives for further excellence in all areas in the 21st century.

Wellington College adheres to the highest academic standards and provides students with the knowledge, skills and life expertise to achieve their personal best. However, an education based solely on exams does not fully develop each individual's potential. Wellington College International Tianjin is a vibrant and challenging school, which opens the minds and hearts of students, teachers, parents and all members of the wider community. It provides a transformative experience, equipping students with the Five Core Values: integrity, responsibility, respect, courage and kindness. It fosters amongst its students an appreciation and respect for their respective cultures, and in particular for those of its host country.



## The Curriculum

WCIT offers the English Early Years Foundation Stage followed by the National Curriculum for England in the Junior School. The curriculum is enhanced to incorporate the International Primary Curriculum (IPC) to reflect the fact that the College is an international school with a multinational student body. The school prepares students for the International General Certificate of Secondary Education in the Senior School and A-Levels in the Sixth Form.

A unique feature of all the Wellington community of schools is the Wellington Identity which nurtures its pupils to become inspired, intellectual, independent, individual and inclusive. Personalised learning, along with the Five Core Values and the Five 'I's, are a fundamental part of being 'Wellingtonian'. They are not simply 'lists' to be recited, but are genuinely designed to give practical guidance on how to fulfill our commitment to holistic education. They permeate and underpin everything that the school is and does. Hence, the Wellington experience is not something that can be 'bolted on', but is integral to everything a Wellington school does. It is this genuinely holistic approach to education and life, not merely paying lip service to its beliefs and values, that is unique to Wellington. The Wellington philosophy may be simplified as 'know your strengths and work at your weaknesses'.

An extensive extra-curricular programme of prep, sports and other after-school activities is provided to enrich and broaden the education offered.

## The Position

The Master of WCIT is currently seeking to recruit a Head of Senior School to join the College from August 2018. The Head of the Senior School will inspire pupils and staff through their leadership in delivering the strategic objectives of the College. They will work with colleagues and pupils in order to support outstanding outcomes academically, pastorally and professionally. The Head of Senior School is expected to play a key role in the strategic development of the College supporting the Master in this aim. The successful candidate will be an experienced leader, with demonstrable success in high-performing schools, outstanding interpersonal and communication skills, who can show the drive and capability to lead a high-functioning team, build effective relationships and continually improve standards.

This post not only offers an outstanding leadership opportunity within a world-class school, but also the broader opportunities

for significant growth and professional development as part of the Wellington College family of schools globally.

Wellington College China is particularly keen to nurture talent and provide career pathways for its most talented employees.

For an informal discussion about this opportunity, please contact Edward Clark on +44(0)1256 862840 or +44 (0)7718 588616, or email at [edward@lsceducation.com](mailto:edward@lsceducation.com). To apply for the post, please visit [www.lsceducation.com](http://www.lsceducation.com).

**Closing date:** 19 March 2018

**Longlist interviews:** w/c 19 March 2018 (by Skype)

**Shortlist/Final interviews:** 18, 19 April 2018  
(at WCI Tianjin, China)

*Please note this position is subject to an enhanced Criminal Records Bureau Disclosure. Wellington College International Tianjin is committed to equality and diversity. The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

### Wellington UK

Wellington College: [www.wellingtoncollege.org.uk](http://www.wellingtoncollege.org.uk)  
Eagle House Prep School [www.eaglehouseschool.com](http://www.eaglehouseschool.com)

### Wellington College China

[www.wellingtoncollege.cn](http://www.wellingtoncollege.cn)  
Wellington College International Shanghai  
Wellington College International Tianjin  
Wellington College Bilingual Shanghai  
Wellington College Bilingual Hangzhou (Opens August 2018)

### Wellington College Thailand

Wellington College International School Bangkok  
[www.wellingtoncollege.in.th](http://www.wellingtoncollege.in.th)



## HEAD OF SENIOR SCHOOL

WELLINGTON COLLEGE INTERNATIONAL TIANJIN, CHINA

### JOB DESCRIPTION

#### General Responsibilities

The Head of the Senior School will be responsible for:

- the coordination and effective delivery of the teaching and pastoral care in the Senior School, leading the Senior School SMT;
- achieving the highest standards of performance and self-discipline amongst the Senior School teaching and non-academic staff;
- the drawing-up of the Senior School academic calendar, in consultation with the relevant members of the SMT and Heads of Faculty/Department;
- design, development, implementation and review of all Senior School policy documents and strategic plans, in consultation with the relevant members of the SMT;
- managing parental concerns and communications in the Senior School;
- disciplinary matters relating to all students within the Senior School;
- ensuring that pupils abide by the uniform regulations and therefore reflect credit on the College through their appearance and behaviour.

#### Academic Management

The Head of the Senior School will:

- lead by example as a teacher and as a manager, setting appropriate expectations for staff and pupils in relation to standards of pupils' achievements and the quality of teaching;
- support the continued development of good and excellent teaching at Wellington; remaining open to changes in pedagogy whilst embedding best practice as it arises;
- oversee the process of setting academic targets for senior pupils and to work towards their achievement;
- work with the Deputy Head of the Senior School in the monitoring of pupil progress and achievement, including planning for and implementing interventions and extension;
- evaluate pupil progress and achievement in line with Wellington procedures including monitoring achievement with regard to peer schools;
- assist with the collection and reporting of school data to support pupil development internally and, externally, for a wider group of stakeholders;
- liaise closely with the Heads of SEND and EAL, in the event of individual student problems/concerns arising.



## Leading people, good relationships

The Head of the Senior School will:

- sustain effective, positive working relationships with all staff, pupils, parents and the local community;
- possess good communication skills and be willing to adapt to the demands of an international school;
- be able to provide support and guidance for all members of the Senior School in academic and pastoral matters;
- be able to teach mixed culture and high ability classes using a variety of styles to create appropriate learning opportunities for all learners;
- be familiar with British and international secondary curricula and pastoral strategies;
- coordinate strong links, curriculum and pastoral, with the Head of the Prep/Junior School and deputies, in order to devise an effective transition programme into the Senior School from the Prep School;
- collect and disseminate all information relating to the Senior School for use in marketing, and communication to the Wellington community;
- develop a positive relationship between the Senior School and the wider school community through cooperative ventures, publications, competitions and extra-curricular activities;
- enhance the reputation and professional standing of Wellington College in Tianjin including through the development of good relationships with neighbouring schools.



**HEAD OF SENIOR SCHOOL**

WELLINGTON COLLEGE INTERNATIONAL TIANJIN, CHINA

**PERSON SPECIFICATION**

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>EDUCATION ATTAINMENT</b>		
<b>General Education</b>	PGCE/ QTS	Masters degree e.g. MEd, MBA
<b>KNOWLEDGE &amp; EXPERIENCE</b>		
<b>Knowledge of</b>	The UK education system	Independent education in the UK
<b>Understanding of</b>	International independent education	
<b>Experience in</b>	Management at senior leadership level Managing financial budgets	Worked in an international school at a senior level
<b>GENERAL INTELLIGENCE</b>		
<b>General reasoning ability</b>	Clear thinker	
<b>SKILLS AND SPECIAL APTITUDES</b>		
<b>Mechanical</b>	Strong pedagogical knowledge and understanding	
<b>Skill with words</b>	Highly fluent and personable communicator; articulate, persuasive	Ability to speak a second language
<b>Skill with numbers</b>	Financially astute; commercially sharp	
<b>Ability to</b>	Build and develop relationships with a diverse range of stakeholders	
<b>INTERESTS</b>		
<b>Intellectual</b>	Educational judgement combined with strong intellect and analytical ability	
<b>Practical/constructional</b>	'Can do' approach/pragmatic	
<b>Community</b>	Appreciation & commitment to collegiate life, values & aims of WCIT	

	ESSENTIAL	DESIRABLE
<b>DISPOSITION AND PERSONAL QUALITIES</b>		
<b>Reliability</b>	Deliver consistent high performance; tenacious; trustworthy; strong sense of purpose	
<b>Stability</b>	Calm under pressure; role model	
<b>Discretion &amp; Diplomacy</b>	Discreet and culturally aware	
<b>Leadership</b>	Provides insightful leadership; personally credible	
<b>Impartiality of judgement</b>	Impartial; not swayed by others influence	
<b>Self-reliance and self-motivation</b>	Self-starter; initiative and solutions driven; highly motivated to succeed; results driven	
<b>CIRCUMSTANCES</b>		
<b>Mobility</b>	Able to travel internationally	
<b>Domicile</b>	Tianjin, China	

*These job details are a guide to the duties, professional responsibilities and core competencies. They do not form the contract of employment.*

## Remuneration Package

The successful candidate, following negotiation, will be appointed on an initial three year contract. Salary and benefits are competitive and will be commensurate with the responsibilities of the position.



## HEAD OF SENIOR SCHOOL

WELLINGTON COLLEGE INTERNATIONAL TIANJIN, CHINA

### APPLYING FOR THIS POST

- Closing date:** 19 March 2018
- Longlist interviews:** w/c 19 March 2018 (by Skype)
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(at WCI Tianjin, China)

If you would like to have an informal discussion about this post or the school, please contact Edward Clark on +44(0)1256 862840 or +44 (0)7718 588616 or email at [edward@lsceducation.com](mailto:edward@lsceducation.com).

If you are keen to apply for the post:

- Visit the LSC Education website at [www.lsceducation.com](http://www.lsceducation.com).
- Click in the Vacancies section.
- Click into the posting relevant to this job.
- At the bottom of the page click on 'Apply Now'
- Complete the brief Job Application Form and attach your CV (with contact details of Referees) and Letter of Application, quoting quote WCIT
- Click on 'Submit'.
- We will be in contact with you shortly after your application has been reviewed.
- If you encounter any problems with this process, please contact [edward@lsceducation.com](mailto:edward@lsceducation.com).

### References

Please include within your application (in your CV) the names, job titles, work email addresses and telephone numbers of a minimum of three professional referees. These need to include your current and all past employers/line managers that you have worked for, within at least the past 6 years.

We will need to collect full references before shortlist interviews but if you have a specific preference that we do not contact one or more of your referees, please notify us of this. Please rest assured that no referees will be contacted until LSC Education has received your specific consent to do so.

### Qualifications, Identification, Health and Background Checks

Please note that you may be required to bring documentation to interview providing proof of your identity and qualifications as part of LSC Education's safeguarding procedures. You may also be required, if an offer is to be made, to undergo a pre-placement medical assessment and relevant background checks as part of the organisation's recruitment and safeguarding procedures.

### Safer Recruitment Practice

LSC Education is committed to safeguarding and promoting the welfare of children and young people. We ask all our candidates and clients to share this commitment. Further details of our recommended safe recruitment practices can be found at [www.lsceducation.com](http://www.lsceducation.com).



## Life in Tianjin

Tianjin is now one of the largest cities of the People's Republic of China in terms of urban population. Despite its proximity to Beijing, it remains a long way off the tourist trail, yet is still an easy and popular place for expatriates to live and work. It retains much of the charm, culture and heritage of a traditional Chinese city, yet it is prosperous and investing highly in its growth and development. As one of the four municipalities in China, Tianjin borders Hebei province to the north, south and west; Beijing is to the northwest and Bohai Gulf to the east. Tianjin has seen rapid development since the late 1970's and is now home to the Binhai New Area, a Pudong-like special economic zone. A very pleasant place to live, Tianjin enjoys a very low crime rate, a good social life and excellent local cuisine, based heavily on seafood due to its proximity to the sea. Tianjin is a respected home base of Beijing opera, one of the most prestigious forms of Chinese opera. The city benefits from an international airport and good links to other cities; the new C trains take only 30 minutes to travel between Beijing and Tianjin.

### LSC Education

LSC Education supports schools and education organisations, globally, to attract and recruit outstanding leaders. Our search and selection service includes complete creation and management of the recruitment process and we aim to provide an excellent service to our clients and candidates.

For further information about LSC Education, please visit our website at [www.lsceducation.com](http://www.lsceducation.com)