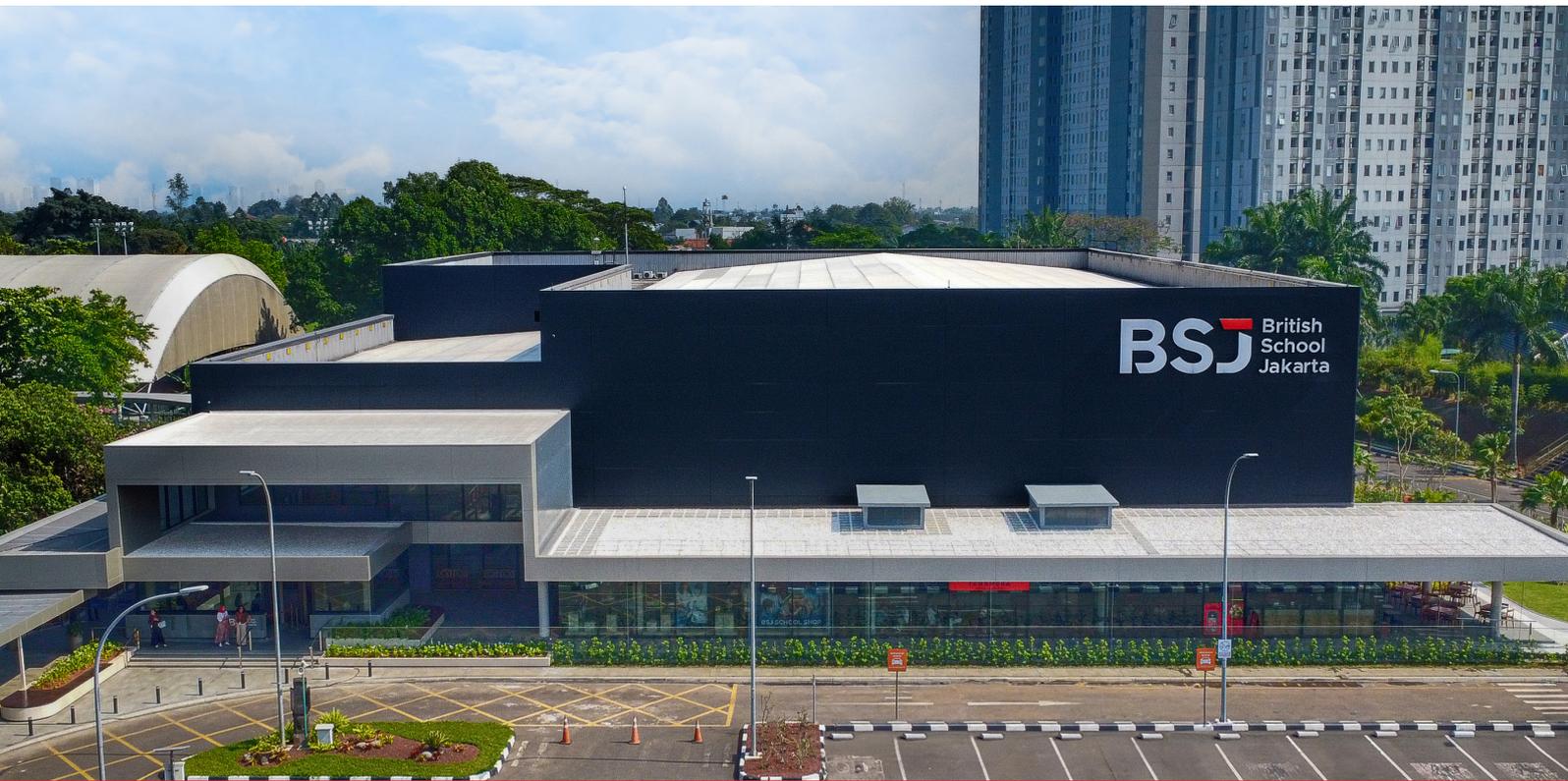


Appointment of  
**Principal**

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## An Introduction to the British School Jakarta

The British School Jakarta (BSJ) is a British international school with a distinctive British heritage, providing outstanding education for more than 1,400 students aged 2-18.

One of the leading international schools in Southeast Asia with an outstanding reputation, BSJ is a vibrant global community, welcoming students and families from over 50 different nationalities. BSJ takes enormous pride in the fact that it is a non-profit, non-franchised educational establishment, enabling it to carve a clear path in learning and teaching.

The School has embarked on a critical new phase in its development. In the rapidly changing world of international education, BSJ aspires to be a pioneering school that sets new standards and is recognised as a sector leader.

This is an exciting time to join the BSJ community, and the next Principal will play a vital role in helping the school realise its goals. BSJ embarked on a new strategic plan in 2021, including developing a new Mission, Vision and Values.

The appointed candidate will make a dynamic contribution as the leader of BSJ, positioning this school at the forefront of international education.

# About the British School Jakarta

Located in one of the world’s most dynamic and fastest-growing cities, BSJ provides an exceptional educational experience that nurtures, challenges, and supports students to become active and capable citizens of tomorrow. The school has hosted alumni events in London, Singapore, Jakarta, Boston, and New York over the past year, demonstrating our global reach.

Our students are drawn from a wide range of cultures and backgrounds, and over 50 nationalities are represented in the student body. Coupled with this, there are 160 teaching staff members, and in total, there are 420 staff members on campus daily supporting the core business of learning and teaching.

## MISSION, VISION & VALUES

Our mission is to Inspire Excellence in Education and Life. This, together with the vision that supports our commitment to teaching and learning, enables BSJ to have a very ‘active’ approach to school life.

## ACCREDITATIONS AND AWARDS

BSJ is a member of several International and British educational bodies, including The Federation of British International Schools in Asia (FOBISIA), of which the school is a Founding Member, The Council of British International Schools (COBIS), The Council of International Schools (CIS), The Western Association of Schools and Colleges (WASC), and The International Baccalaureate (IB). BSJ joined the Heads Conference (HMC) and the Educational Collaborative for International Education (ECIS) in 2018.

In May 2023, the school successfully navigated the CIS/WASC/IB synchronised accreditation visit and gained many commendations for our learning and teaching across the school.

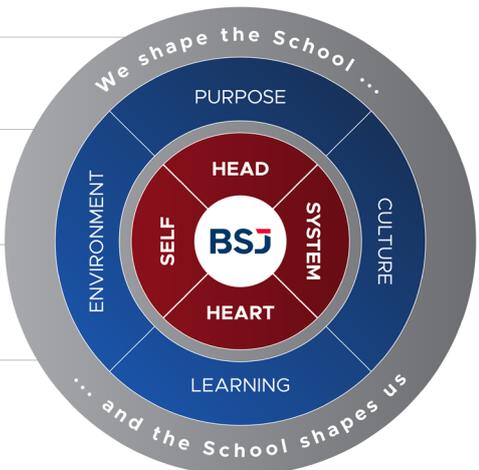
BSJ became an Apple Distinguished School in 2017, acknowledging its achievements in learning technology, commitment to innovation, and leadership quality.

Recognising BSJ’s commitment to educational bodies in Indonesia is also important. We are members of the Indonesian SPK International Schools Association (SPK Indonesia) and the Association of National and Private Schools (ANPS), and we regularly host conventions and conferences for both organisations at the school.



### TO INSPIRE EXCELLENCE IN EDUCATION & LIFE

VALUES	VISION
<p><b>Purpose</b> To provide a holistic educational model that aligns tradition and modernity.</p>	<p><b>Head</b> To learn, achieve, and be better global citizens.</p>
<p><b>Learning</b> To place the individual at the heart of high quality learning which is collaborative, active, engaging and dynamic.</p>	<p><b>Heart</b> To show compassion for the wellbeing of all.</p>
<p><b>Environment</b> To be a safe, secure, healthy and sustainable school that fosters communication, collaboration and creativity.</p>	<p><b>Self</b> To improve, nurture, and understand who we are in the world.</p>
<p><b>Culture</b> To shape our school and work in unison as a community to provide an understanding of global issues for today and tomorrow.</p>	<p><b>System</b> To improve and flourish within all environments.</p>



# Organisational Structure



## LEADERSHIP AND MANAGEMENT

The School is led by the Principal, who is in turn responsible for a Board of Executives comprised of the following individuals:

- Phil Edwards, Interim Principal
- Daniel Harbridge, Interim Head of Secondary
- Andrea Downie, Head of Wellbeing
- Elizabeth Westwood, Head of Primary
- Jason Haseldine, Head of Business & Operations
- Imelda Sahelangji, General Counsel & Head of Administration

The work of the Principal and the Board of Executives is supported by an Extended Leadership Team (ELT) and Business & Operations Leadership Team (BOLT) led by the Head of Business & Operations.

## GOVERNANCE

BSJ is registered as a Yayasan (equivalent to a not-for-profit Foundation) under Indonesian law. The Foundation is led by a Council of Trustees of seven members who govern the School through the Board of Governors. There are nine members of the Board of Governors, two of whom are elected by parents of children studying in the School, and the Council of Trustees appoints the remainder. The current Chair of the Board is James Bryson.

The Board delegates responsibility for the School's leadership, management and operation to the Principal and the Board of Executives.

# Academic Excellence

In 2023-2024, value-added analysis continued to highlight that students often achieve higher grades due to studying at BSJ. Our students' university destinations and examination results provide another tangible indication of the positive impact BSJ has on their lives.

## A RIGOROUS AND BALANCED INTERNATIONAL CURRICULUM

BSJ offers an international curriculum with a global perspective. The academic programme reflects our British heritage, our location in Indonesia and our vision for first-class international learning to meet the needs of a diverse student body.

In the Foundation Stage, learning is based on the Early Years Foundation Stage used in England. In Years 1-6 of Primary School, the curriculum is based on the English National Curriculum, combined with an inquiry-based approach to enable conditions for agency to occur.

In secondary school, students study the International Baccalaureate Middle Years Programme in Years 7 to 11 and the International Baccalaureate Diploma Programme in Years 12 and 13.

## EXAMINATION RESULTS AND UNIVERSITY DESTINATIONS

We are very proud of our students' academic achievement, and our results consistently place us among the top-tier schools in the UK and internationally.

In 2024, our 83 IB DP students achieved an average point score of 35 against a global average of 30.3. The IB DP pass rate was 98%, compared to a worldwide pass rate of 80%. One student achieved 44 points out of a possible 45, and four students achieved 43 points. 20 per cent of the cohort scored 40 points or higher. Our average score per subject was 5.5, surpassing the world average by almost one point.

BSJ students go onto many of the world's leading universities, with the most popular destinations being the US & UK. 95 percent of the graduating Class of 2024 went on to higher education. Their destinations in the UK included Imperial, LSE, King's College London, University of St Andrews, University of Edinburgh, University of Warwick, and University of the Arts London. In the USA, destinations included Brown, Princeton, USC, Boston College, and Parson New School of Design.



# Wellbeing by Design: A Commitment to Excellence



At BSJ, enhancing wellbeing is at the heart of all we do and the cornerstone of our school culture. It is integral to every aspect of life across academics, business and operations, and our community. In January 2024, we appointed Andrea Downie, a globally renowned expert in wellbeing, to our Board of Executives as our inaugural Head of Wellbeing. Andrea leads this critical area with our passionate staff across the school, driving innovation and excellence in wellbeing education and practice.

Following 12 months of in-depth data collection and contextual analysis specific to BSJ, this term sees the launch of our transformative 10-year strategy, *Wellbeing by Design*. This visionary plan is designed to position BSJ as a global leader in long-term wellbeing outcomes, setting new benchmarks for the education sector.

Other key features of our approach to building wellbeing potential include:

- **Innovative and Context-Specific Wellbeing Curriculum:** Developed collaboratively for both primary and secondary schools, BSJ has its own scope and sequence that integrates wellbeing, neuroscience, and systems thinking. It ensures students gain essential learning experiences that foster wellbeing, motivation, and performance, preparing them for success both during and beyond their time at BSJ.

- **Wellbeing Model:** Co-designed with input from all stakeholders, our bespoke definition of wellbeing permeates all aspects of school life, from our pedagogical approaches to service learning to business operations and professional growth. It is a holistic model that supports our understanding of wellbeing and the unique values and needs of our community.
- **Research Driven Approach and Systems Informed Measurement Tool:** In partnership with the University of Melbourne in a collaboration between Dr. Aaron Jarden (a global leader in wellbeing measurement) and our Head of Wellbeing, a cutting-edge, systems-informed tool to track wellbeing, mental ill-health, and resilience across students, staff, and parents has been developed. This world first tool will map longitudinal data and ensure continuous focus and improvement across our school.
- **Long Lens Strategic Vision:** Our 10-year strategy is designed to establish BSJ as a global leader in educational wellbeing, setting new benchmarks for wellbeing intentions in schools.

Our commitment to building wellbeing potential is intentional and future-focused and will continue to position BSJ as a pioneer in this vital area of education. By integrating the best of wellbeing and systems science into the fabric of our school, we aim to not only enrich the experiences of our students and staff but also to serve as a benchmark for schools worldwide. BSJ presents a unique opportunity to lead and innovate in a school committed to redefining excellence and outcomes in wellbeing in education worldwide.

# Extracurricular Activities

Our academic programme is complemented by an extensive extracurricular programme and our students benefit from opportunities to develop their talents and leadership skills through a diverse range of artistic, sporting and cultural pursuits.

## SPORT

Sport is an integral part of life at the British International School Jakarta. Our students benefit from diverse sporting activities, including athletics, tennis, swimming, football, dance and games. Our membership of the Federation of British International Schools in Asia (FOBISIA), The South-East Asia Student Activity Conference (SEASAC), The Jakarta Area Athletic Conference (JAAC), and the Jakarta Schools Football Association (JSFA) provides ample opportunities to compete with other schools internationally and locally.

## THE ARTS

The Arts Faculty encompasses Visual Arts, Music, Theatre, Media, and Film, offering a rich and diverse curriculum designed to inspire creativity and cultivate talent.

- **Music** is taught from Kindergarten, fostering a lifelong appreciation for sound and performance.
- **Theatre** begins in Year 3, continuing through MYP 2, and is then available as an elective in MYP 3, MYP 4, and the IB Diploma Programme (DP).

- **Visual Arts** is introduced in MYP 1 and MYP 2 before becoming an elective from MYP 3 onwards, including the IB DP.
- **Media** is first offered in MYP 3 and continues as an option in MYP 4 and the IB DP.
- **Film** is available as an IB DP subject alongside Theatre, Music, and Visual Arts.

Beyond the classroom, the Arts Faculty offers an extensive extracurricular programme, including orchestra, musical theatre, original theatre performances and rock school vocational pathways. The faculty actively collaborates with other departments, as seen in recent projects like performance poetry with the English Faculty. Students can also participate in our instrumental programme, which provides one-on-one tutoring with in-house instrumental tutors and prepares them for ABRSM examinations.

Our students thrive in the CAS programme, especially in music and theatre production, where they showcase their skills and contribute meaningfully to the school community. The faculty also offers electives in digital media, equipping students with modern skills in a rapidly evolving field.

The Arts Faculty is supported by a team of 33 dedicated staff, including theatre technicians, music tutors, support staff, and teaching staff.





## RECENT SUCCESSES

BSJ has earned a stellar reputation in the arts with notable achievements and collaborations:

- Proud hosts of the **FOBISIA Music Intermediate Festival** and the **FOBISIA Drama Festival**, showcasing regional talent and fostering international connections across many international schools.
- A spectacular production of **We Will Rock You**, featuring workshops and mentorship with **West End and TV personalities Noel Sullivan and James Bennett**, adding a professional edge to the student's experience.

## FACILITIES

BSJ boasts world-class facilities that enable students to explore their artistic potential:

- The **BSJ World Theatre** is a purpose-built, state-of-the-art venue for performances.
- Numerous **music rooms** and **recording studios** are ideal for individual and ensemble practice.
- A cutting-edge **media studio** equipped with a green screen, top-of-the-line editing software, and a Mac suite.

The Arts Faculty at BSJ is a vibrant, inclusive, and dynamic environment where students are encouraged to develop their talents, celebrate their creativity, and prepare for future success in the arts and beyond.

## CREATIVITY, ACTION AND SERVICE (CAS)

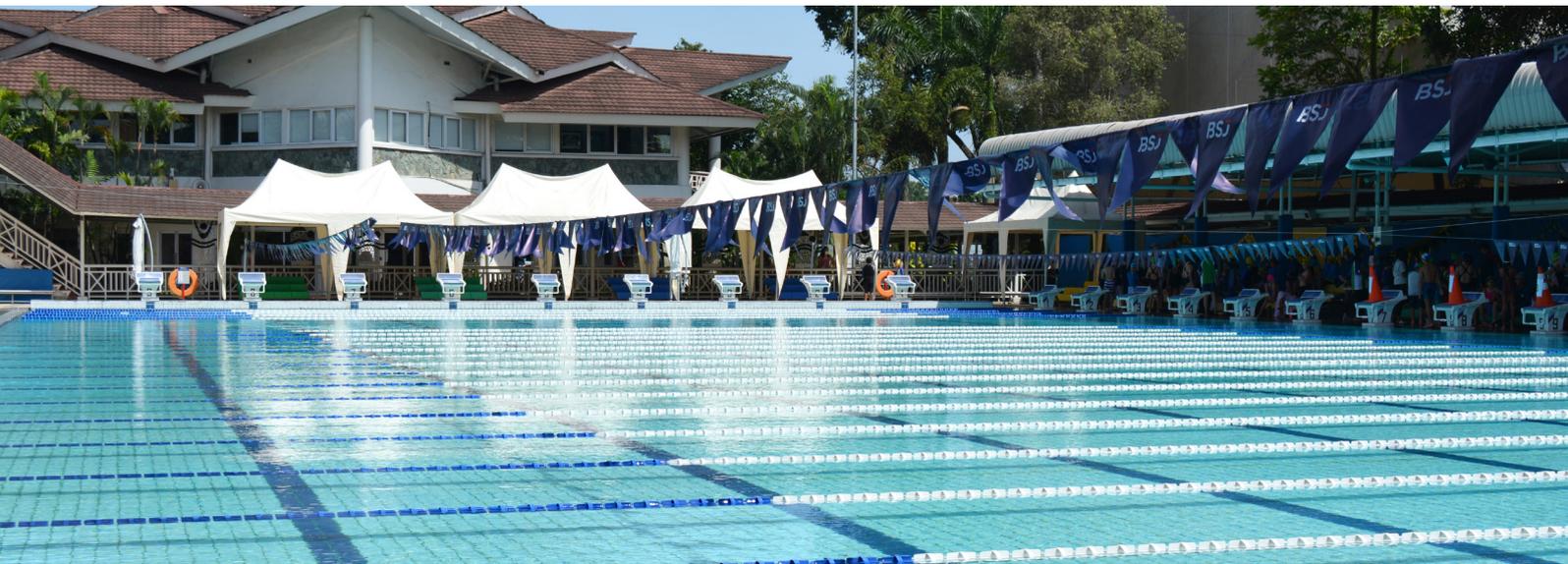
Although the 'Creativity, Action and Service' programme is integral to the IB, it extends throughout the School, offering opportunities for our students to develop the competencies to engage with societal issues in sensitive, resourceful and intelligent ways, such that they contribute to making society better.

Service Learning is integral to the secondary school and we now run service through Service as Action in the MYP and CAS and Service Learning programmes in the Year 12 and 13 programmes. As with the IB, service is integral to our school and our students engage in longer term projects than are normal.

We have built a reputation in the local community and work with 6 local schools, with a mix of government and free schools. We also connect with a refugee learning centre and a community in Maluku. Our students engage in direct and meaningful work.

In the CAS programme the students lead over 40 projects in each year group and many students are heavily invested in more than one project at a time. Student agency is high and a team of staff work to support them as they develop and grow into influential young people.

Students at BSJ have won the Princess Diana Award for two years in a row. We work with Global Social Leaders, CAS Trips, and KIWI Challenge to offer our students international competition opportunities and we have had a series of winners over the past 5 years. We have also recently entered the International School Awards and await news at the time of writing.



## Learning Technology

Our school is passionately committed to innovation and proud to be recognised as an Apple Distinguished School, a testament to our achievements in integrating learning technology effectively.

Since August 2015, we have operated a 1:1 iPad program in primary and a 1:1 MacBook program in secondary, empowering students and teachers to enhance, expand, and connect their learning experiences across all subjects and grade levels. The school leverages Google tools, including G-Suite and Google Classroom, to foster collaboration and streamline educational processes. Additionally, our staff continually pursue professional growth, earning credentials such as Google Certified Educator and Digital Citizenship Educator certifications (awarded by Common Sense Media).

## Campus

BSJ is located on a purpose-built 18-hectare (44-acre) campus in Bintaro, a leafy suburb on the southern outskirts of Jakarta. Space and the quality of facilities distinguish BSJ from many other schools in Southeast Asia, and the campus is ideally suited for all the elements of school life.

In 2022, we developed a campus-wide Master Plan and Landscape Plan. In 2024, stage 1 of 7 of the Master Plan was completed - the Sports Centre Upgrade (The Atrium), which includes a new school shop and cafe for the community. Stage 2 is under construction - the Covered Football Field, and Stage 3 Middle School will commence in Q1 2025.

The School has also recently achieved 'Gold' GreenShip Building Certification status as the community furthers its environmental sustainability aspirations to be Jakarta's greenest international school.

## Finances

BSJ enjoys a strong financial position. We wholly own the land on which our campus is built and have been able to invest in the continued development of outstanding facilities. Our school has no debt, and prudent fiduciary monitoring has been integral to helping us meet the challenge of balancing rising costs with the continued provision of first-class education.

We are well-placed to continue to invest in the coming few years, and the new Principal will have the opportunity to develop our learning environment further.

# Role Description

## THE OPPORTUNITY

BSJ is a leading international school with considerable strengths and significant opportunities for further development. Our school has progressed in student numbers and campus development since the COVID-19 pandemic, and our financial position is strong.

The successful candidate will inherit a strong existing platform and will build on this with a clear focus on quality in every aspect of school life.

With the support of a committed Board of Governors and Council of Trustees, an experienced Board of Executive, high calibre staff and an engaged parent body, the new Principal will develop and deliver the school's strategic plan to further enhance BSJ's position as a world-class school at the forefront of international education.

This is an exciting opportunity for a committed, ambitious individual to lead a dynamic organisation, define the next chapter for an already successful school, take it from good to great, and experience Indonesia's cultural richness and beauty.

## KEY RESPONSIBILITIES

The Principal is accountable to the Board of Governors for delivering first-class education and a context-specific, outstanding whole-school wellbeing program. The Principal works closely with and is responsible to the Board in its responsibility for the overall strategy and vision for the School.

More specifically, the key responsibilities of the next Principal of BSJ can be outlined as follows:

## VISION AND STRATEGIC LEADERSHIP

- To work with the Board of Governors, Board of Executive, staff and other stakeholders to successfully deliver our Mission, Vision and Values and Strategic Plan and develop them where appropriate.
- To manage this strategy within the dynamic context of a rapidly evolving developing country and an ever-changing global landscape, ensure BSJ is strategically positioned to capitalise on opportunities and adapt effectively to local, national, and international changes.
- To provide clear, strategic leadership to the Board of Executive, devolving responsibilities appropriately and proactively creating opportunities for professional development.

## EXTERNAL ENGAGEMENT AND AMBASSADORIAL RESPONSIBILITIES

- To be a compelling ambassador for BSJ in the local community and on a national, regional and international stage.
- To build strong links with parents and to encourage parental engagement and support for school life.
- To ensure good communication between all stakeholders and members of the School community.
- To build strong relationships across FOBISIA, EARCOS, COBIS, HMC and other professional associations and to value connectivity with such bodies.

## EDUCATIONAL LEADERSHIP

- To provide clear, inspirational, educational leadership, ensuring BSJ students of all abilities are supported and challenged to realise their full potential.
- To create an environment across the School that puts achievement at the heart of all the School does and to promote a culture of personal accountability and passion for education.
- To promote excellence in teaching, actively recruit the highest quality teaching staff and motivate and inspire these colleagues to deliver the highest possible standards.
- To maintain a strong global knowledge of the latest pedagogical developments and lead by example, encouraging all leaders and staff to be outward-facing in their approach.
- Continuously monitor and improve the quality of teaching and take the necessary initiatives to ensure the quality of teaching is excellent.

## OPERATIONAL MANAGEMENT

- To lead, manage and develop high-performing Senior and Extended Leadership Teams, fostering a culture of excellence at all levels of the organisation.
- To inspire and motivate a large, diverse, highly committed staff as a visible figure within the community.
- Work closely with the Head of Business and Operations to maintain BSJ's strong financial position and manage resources appropriately.

# Person Specification

The next Principal will be a leader of exceptional calibre. The Board of Governors seek an ambitious individual with the vision and leadership abilities to lead our school into its next exciting evolution phase.

He or she will demonstrate most or all of the following experience, skills, knowledge and personal attributes:

## EXPERIENCE AND QUALIFICATIONS

- A master's degree (or higher) in Education, Educational Leadership, or a related field, with additional certifications in school administration or leadership being a strong asset.
- A strong track record of highly successful school leadership experience developed as a Principal, Head of School or Vice-Principal (or equivalent).
- Experience in leading and managing change in complex organisational settings with demonstrable success in building strong relationships with various stakeholders, effectively balancing different needs and priorities.
- Proven experience in leading, developing and motivating high-calibre teams with a clear commitment to the continuing professional development of all colleagues.
- Significant experience in raising standards with measurable outcomes and clear evidence of a positive personal contribution to a school pursuing excellence.

## SKILLS AND KNOWLEDGE

- Strong interpersonal and communication skills are characterised by high emotional intelligence, cultural sensitivity, and a global perspective to relate well to people at all levels and from diverse backgrounds.
- With strong verbal and written communication skills, exceptional ability to build relationships with stakeholders, including students, parents, teachers, and external partners.
- A collaborative approach to decision-making with the capacity to inspire and engage the BSJ community in a team approach to developing the school.
- A broad understanding of the rapidly evolving

international education sector and the opportunities and challenges this presents for BSJ.

- Understanding how to work effectively with a Board and get the best out of Board members who bring a rich range of skills and experiences.
- High cultural sensitivity and the flexibility to rapidly understand and assimilate the Indonesian context.
- Proficiency in managing school operations, including budgeting, resource allocation, infrastructure development, and risk management.

## LEADERSHIP STYLE AND PERSONAL ATTRIBUTES

- Resilience, flexibility, and energy are needed to thrive in a dynamic international environment.
- A warm, empathetic, strengths-based and approachable leadership style characterised by the ability to inspire excellence in others through visibility and motivation, coupled with a willingness to thoughtfully consider and incorporate advice when appropriate.
- Commitment to maintaining the highest professional and personal integrity standards, fostering trust and respect within the school community.



## Living in Jakarta

Jakarta, the vibrant capital of Indonesia, offers a living experience that combines dynamism, cultural richness, and opportunities for exploration. As a pulsating hub of communication and commerce within the archipelago, Jakarta is a city where the pace of life is matched by its residents' warmth and openness.

Living in Jakarta means immersing yourself in a global and distinctly local metropolis. Often referred to as "The Big Durian," the city encapsulates diversity at its core, with over 30 million people residing in its sprawling metropolitan area. This blend of cultures and traditions creates a tapestry of experiences, from culinary delights to vibrant festivals.

Jakarta's strategic location near the equator ensures a warm, tropical climate year-round, and its position on the island of Java makes it a gateway to Southeast Asia's most stunning destinations. Whether it's a weekend escape to Bali's pristine beaches or exploring the ancient temples of Borobudur and Prambanan, Jakarta offers an unparalleled base for adventure.

Despite its size, Jakarta maintains a welcoming charm. Its five distinct municipalities cater to every lifestyle, whether you're drawn to South Jakarta's upscale shopping and elegant neighbourhoods, Central Jakarta's bustling business district, or North Jakarta's historic seaport and cultural treasures.

Connectivity is seamless, with two international airports and robust land and sea transportation networks that make travelling across Indonesia and beyond convenient. This infrastructure supports the city's role as Indonesia's economic and political heart and ensures residents can explore its stunning landscapes and neighbouring islands effortlessly.

Culturally, Jakarta is a beacon of tolerance and harmony. While most residents are Muslim, Indonesia's "Pancasila" philosophy fosters mutual respect among various religions, including Christianity, Hinduism, and Buddhism. The city's inclusive spirit and its residents' renowned friendliness create an inviting atmosphere for people from all walks of life.

For professionals and families, Jakarta offers a dynamic lifestyle enriched by world-class educational institutions, a growing international community, and many entertainment and leisure options. Whether exploring vibrant street markets, indulging in the city's diverse cuisine, or networking in its thriving business scene, Jakarta promises a life of excitement and opportunity.

In short, Jakarta is more than just a city; it's a kaleidoscope of experiences waiting to be discovered. With its cultural vibrancy, strategic location, and rich history, Jakarta is not just a place to live—it's a place to thrive.

# Terms of Appointment

An excellent remuneration package commensurate with the role's importance and the successful candidate's experience will be offered.

Accommodation and numerous other benefits are included in the package.

## Appointment Process and How to Apply

The Principal will be selected by the board of governors chaired by Mr James Bryson.

Perrett Laver is undertaking a global executive search exercise in parallel with the public advertisement of the post. Perrett Laver will support the Board in the discharge of its duties by assisting in assessing candidates against the requirements of the role and identifying a wide field of candidates.

Applications should include a full CV and cover letter addressing the criteria in the role description and person specification. Completed applications should be uploaded at <https://candidates.perrettlaver.com/vacancies/> quoting reference **7731**. The deadline for applications is 08:30hrs BST on **10th March 2025**.

Longlisted candidates will be invited to a first-round interview with Perrett Laver from **24th March to 7th April 2025**.

The shortlist will be determined on 15th April 2025. Shortlisted candidates will be invited to have a Zoom discussion with key stakeholders from BSJ on the **22nd and 23rd of April 2025**.

Finalist candidates will then be invited to visit the School for the final interview process on the **8th and 9th May 2025**.

The British School Jakarta is an equal opportunities employer committed to safeguarding and promoting the welfare of children and young people; BSJ expects all staff and volunteers to share this commitment. The successful candidate must provide an Enhanced DBS disclosure certificate/ police checks and an International Child Protection Certificate. Non-working spouses must also complete a full self-disclosure document for safeguarding purposes.

Protecting your personal data is of the utmost importance to Perrett Laver, and we take this responsibility very seriously. Any information obtained by our trading divisions is held and processed in accordance with the relevant data protection legislation. The data you provide us is securely stored on our computerised database and transferred to our clients to present you as a candidate and/ or consider your suitability for a role you have registered interest in.

As defined under the General Data Protection Regulation (GDPR) Perrett Laver is a Data Controller and a Data Processor, and our legal basis for processing your personal data is 'Legitimate Interests'. You have the right to object to us processing your data this way.

For more information about this, your rights, and our approach to Data Protection and Privacy, please visit our website [www.perrettlaver.com/information/privacy](http://www.perrettlaver.com/information/privacy).





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