

LOCATION	Shanghai	
JOB TITLE	Regional Head of High School Curriculum and Student Performance	
JOB PURPOSE	To provide leadership and vision in the direction, development, ongoing planning, implementation, review and evaluation of the High School curriculum in our China Bilingual (CBL) schools with a particular focus on the International Baccalaureate programme. To ensure the high standards of student achievement and instructional excellence through securing and monitoring the High School curriculum implementation.	
REPORTING TO	CBL Regional Education Director	
DIRECT REPORTS		
OTHER KEY RELATIONSHIPS	Group Education Team Regional Education Team Principals, CBL Schools IBDP Co-Ordinators in CBL Schools	
PACKAGE	Competitive	
KEY RESULT AREA	Measured by	
BUSINESS GROWTH AND REPUTATION		
<ul style="list-style-type: none"> ▪ To lead the development of the High School curriculum for the China Bilingual region; ▪ To lead the development and implementation of other international curricula e.g. IPC/IMYC and Nord Anglia global collaborations ▪ To lead best practice in the development and implementation of the International Baccalaureate (IB); ▪ To work with our teaching development leads to ensure high-quality teaching and learning of the High School curriculum; ▪ To ensure best practice in the implementation of the High School curriculum leading to strong academic outcomes. 		<ul style="list-style-type: none"> ▪ Academic performance ▪ Parent satisfaction ▪ Continued retention and enrolment of students
STRATEGIC & ORGANISATIONAL LEADERSHIP		
<ul style="list-style-type: none"> ▪ To be responsible for development and implementation of the High School curriculum (IB) which develops creativity, analytical thinking, bilingualism and academic achievement of students ▪ To lead thinking and development within the region with regard to the implementation and evaluation of the High School curriculum ensuring alignment with the NAE philosophy in the China context; ▪ To lead thinking and development within the region with regard to the implementation and evaluation of our other international curricula and Nord Anglia global programmes such as MIT, Juilliard and UNICEF; ▪ To develop the overarching curriculum framework and external student assessment system (K12) for all bilingual schools in the China region; ▪ To integrate bilingual teaching with the High School curriculum at multiple levels; ▪ To assist the Regional Education Director in developing and implementing the regional education strategic development plan; ▪ To collaborate with the Group Education Team and contribute to success against the goals of bilingual education; ▪ To support and contribute to the China Bilingual Academy where needed; ▪ To offer advice and support to schools on IB issues, and to keep fully abreast of developments in international and bilingual curricula; 		<ul style="list-style-type: none"> ▪ Raising the overall standards of teaching and learning in line with whole NAE QA process that leads to high levels of academic quality ▪ Valued by schools and teachers ▪ Contributing effectively to the planning and decision-making

<p>OPERATIONAL EXPERTISE & RESOURCE MANAGEMENT</p> <ul style="list-style-type: none"> ▪ To keep abreast of trends and dialogues relating to the IB; ▪ To support the Regional Education Director in planning and managing effective staffing and resources in the area of IB curriculum development; ▪ To support the review and implementation of IB teaching and learning policies including but not limited to marking policies; assessment policies; teaching & learning policies, homework policies and examination policies; ▪ To oversee the external student assessment system K-G9, working in collaboration with the CNC Curriculum Head; ▪ To use analytics with regard to assessment data across our CBL schools to look for trends, issues, risks and opportunities to optimise student performance; ▪ To take responsibility to monitor the effectiveness of overall High School curriculum implementation, and analyse and report on the progress of this in relation to the organisation as a whole and in individual schools; ▪ To lead the regional-wide IB review and evaluation in a cyclical way; ▪ To support the marketing and communication of the IB curriculum at all levels as needed; ▪ Guiding and supporting Principals in setting up effective IBDP staffing structure and development program of IB teachers. 	<ul style="list-style-type: none"> ▪ Academic outcomes ▪ Parental surveys and feedback
<p>DEVELOPING TALENT</p> <ul style="list-style-type: none"> ▪ To advise schools in the appointment of teacher trainers and the promotion of IB subject leaders as appropriate; ▪ To support the coaching and development of key teachers and school leadership in the implementation of the IB. 	<ul style="list-style-type: none"> ▪ Quality of academic leaders in school for the quality teaching and learning
<p>PERSONAL DEVELOPMENT</p> <ul style="list-style-type: none"> ▪ Take ownership for personal development through the identification and implementation of your own Personal Development Plan; ▪ Contribute regularly to leadership team discussions about Education projects and initiatives; ▪ Act as a role-model within the company, providing timely appreciative and constructive feedback to peers and other key stakeholders. 	<ul style="list-style-type: none"> ▪ Improved performance ▪ Performance appraisal ▪ Personal Development Plan
<p>OTHER</p> <ul style="list-style-type: none"> ▪ Promote and adhere to the Company Vision and Values; ▪ Each individual must ensure that they meet their statutory responsibilities and Company policies with regard to Health and Safety, Equal Opportunities and other relevant legislation ▪ Any other appropriate duties as allocated by the Education Director/Bilingual School 	

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| <ul style="list-style-type: none">▪ Nord Anglia Education is committed to the safety and well-being of children and young people, at all times. | |
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PERSON SPECIFICATIONS	
Qualifications/Training	
▪ Degree	Essential
▪ Higher Degree in a relevant area	Desirable
▪ Teaching qualification in IB	Essential
▪ Quality Assurance or Inspection qualification	Desirable
Experience / Knowledge	
▪ Significant experience of IB educational leadership at a senior level and across schools	Desirable
▪ Management of Quality Assurance or inspection teams	Essential
▪ Understanding of school improvement in a self-improving system	Essential
▪ Experience of presenting and defending findings	Essential
▪ Knowledge of working with high performing schools	Desirable
▪ Experience of international bilingual schools	Essential
▪ International outlook	Essential
Skills	
▪ Professional judgement	Essential
▪ Strong analysis skills	Essential
▪ Excellent presentational and written skills	Essential
▪ Strong influencing skills	Essential
▪ Sensitivity and tact	Essential
Personal Attributes	
▪ High levels of personal integrity.	Essential
▪ Excellent organisational and time-management skills	Essential
▪ Attention to detail	Essential
▪ Ability to work under pressure and remain calm	Essential
▪ Willingness to take on multiple tasks	Essential
▪ Proactive and able to prompt others to ensure deadlines are achieved	Essential
▪ Self-motivated and enthusiastic	Essential
▪ Ability to work independently	Essential
▪ Continually strive for improvement	Essential
▪ Adaptability	Essential

OTHER CONDITIONS

Hold a current Enhanced Criminal Records Bureau Disclosure or equivalent for countries lived in outside of the UK.