

PRINCIPAL

Karachi Grammar School

Karachi, Pakistan



Co-educational • 3 – 19 years • 2400 pupils

Background

The Karachi Grammar School

Karachi Grammar School commonly known as KGS is an independent English-medium school on Karachi, Sindh, Pakistan. It is a highly selective coeducational day school serving approximately 2,400 students aged between three and nineteen years.

KGS was established in 1847 by the Reverend Breveton, the first chaplain of Karachi as a school for the “English and Anglo-Indo children”. It is the oldest private school in Pakistan and the second oldest in South Asia, a member of the Winchester International Symposium and a former member of the HMC.

Since the 1980's Karachi Grammar School has expanded from a school with a population of a few hundred students to a large institution that now occupies three sites.

The school has very high expectations from the school's highly selective intake and the pupils in the senior section known as “The College” take Cambridge International O and A levels. SAT qualifications are taken to facilitate American University entrance. Pupils from the senior section would be expected to gain entry to Oxbridge, Russell Group Universities and other top universities in the UK and the USA.

The curriculum of the College and Middle sections are informed by the demands of the Cambridge International O and A level requirements. The Junior School curriculum is informed by the English National Curriculum but not dictated by it.

The Principal will need to balance the necessary developments that the prestigious school needs to make without losing the traditional values and ethos of which the school is justifiably proud.

The Principal will need to communicate his or her vision for change to the Board and all stakeholders within the school as well as communicating that vision to a caring and demanding parental body and the wider community.



The Appointment

Working closely with the Board of Governors the successful candidate will take overall responsibility for the leadership, organisation and management of the school to develop and deliver:

- a strategic vision for all of the Sections of the KGS and demonstrate an ability to articulate and indicate that he or she has the professional skill base and experience to deliver that vision.
- academic rigour to develop all aspects of the School's teaching and learning.
- excellent education, with a commitment to, and a passion for, teaching and learning which realises the full potential of all the pupils that maximises the undoubted academic potential of ALL the pupils of this highly selective school.
- visionary and inspirational leadership.
- the annual school budget and to demonstrate an understanding of how to assess and review the cost effectiveness of all spending decisions in terms of educational and operational needs in conjunction with the Governing Board.

Ideally Required for September 2016 but the Governing Board of the School is prepared to wait to appoint the right candidate

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Key Responsibilities

Vision and Strategic Planning

- To maintain, develop and enhance the School's performance and reputation in the city, country and internationally.
- To work in a strategic manner with the Heads of the three sections of the School and the Board to implement the collective vision of the School.
- To ensure that all Sections of the School deliver the business plans as set out by the Board of Governors and develop proactively in response to an increasingly competitive market in Karachi.

Education

- Create an environment within the School that puts pupil achievement at the heart of all that the school does.
- Continue to develop the academic curriculum without losing sight of the traditional breadth of that curriculum and ensure that the needs, aptitudes and ambitions of all pupils are met.
- Review the curriculum annually and ensure that it is delivered through an effective timetable combining outstanding, visionary and creative teaching.
- Set challenging educational targets for all pupils to ensure they are prepared for the range of examinations the school offers.
- Monitor the quality of learning, teaching, pupil development and achievement.

Pupils

- Ensure that the Heads and senior management of the three sections lead the pupils with inspiration, vision and enthusiasm encouraging a shared vision of success.
- Ensure that the Heads of the three sections and senior management develop each pupil's personal development through the curriculum, pastoral arrangements and extra-curricula activities.
- Promote a culture that is inclusive and is based on compassion, mutual trust and respect.
- Participate where appropriate in activities involving pupils at the School.

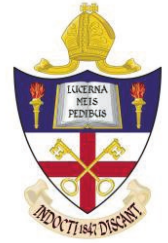
Staff

- Appoint staff of the highest calibre and manage their performance through the provision of appropriate induction, training and appraisal and performance management systems.
- To maintain and understand all of the necessary security checks and procedures for needed for safe recruitment of staff for the school.
- Promote and support the professional development of all staff in accordance with best practice.
- Promote the well being of all staff to maximise professional contribution and satisfaction.

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Communications

- Have the ability to articulate the vision of the School to existing parents, prospective parents and the wider community.
- Understand all aspects of public relations in a sensitive context and environment.
- Provide information and advice to the Board of Governors on all aspects of the progress of the school when required.
- Communicate effectively to all parents on the pupils' performance.
- Stay well informed of current and future trends in education.

Security

- To have the ability to manage the security issues that apply to the operation of the school.
- To ensure robust systems for the recruitment of all staff.
- To stay well informed of all possible technological and practical developments to ensure the safety of all aspects of the operation of the school.
- To be aware of political and social developments that apply to the context of the school.
- To liaise with all stakeholders and information sources relating to security.

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Person Specification

Requirements and Development

The successful candidate will:

- be a dynamic and inspirational educationalist preferably with independent international experience who is prepared to operate as a Principal not a Headteacher.
- possess high quality and proven experience of leadership and knowledge of contemporary educational issues.
- hold a mature and incisive grasp of management issues including the management of change and delegation and the ability to work with and lead the Heads of the three sections of the school.
- be analytical, experienced and adept with all aspects of IT.
- have highly developed interpersonal skills.
- be committed to thinking strategically.
- demonstrate cultural awareness.
- be able to manage the special challenges and privileges of leading this prestigious school in Karachi.
- demonstrate political balance and subtlety.
- remain aware and sensitive to the culture of the school and the context within which the school operates.
- have creative flair, courage, determination and enthusiasm.
- have energy, drive and excellent problem solving abilities.

Experience

- Demonstrate success in leadership within an outstanding independent state school, academy or large international school.
- Proven ability in managing all aspects of teaching and learning.
- A knowledge of Islamic culture is desirable.

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HOW TO APPLY

Candidates wishing to apply should:

- Visit the AMC website, clicking on the link 'Apply Now (for current vacancies)' and complete the online form.
- Upload a CV and covering letter to complete the application process.
- If you encounter difficulty with the online procedure, please contact: nikki@anthonymillard.co.uk or telephone +44(0)203 4275414.
- For an informal discussion about the post please contact Nigel Woolnough on +44 (0)7717 580189 or nigel@anthonymillard.co.uk or Anthony Millard on +44 (0)7768 687052 or anthony@anthonymillard.co.uk.
- Applications will be acknowledged and then evaluated against the selection criteria.
- The letter of application should contain the names, addresses, email addresses and telephone numbers of three referees to include your current and past direct line manager.
- Full references will be required for the short list interviews but will only be taken when AMC has received specific consent from candidates to do so.
- Short listed candidates will be required to bring original documentation, proof of identity and certificates with them to interview.

Anthony Millard Consulting

Anthony Millard Consulting was established in the summer of 2004 to provide the British education sector, both in the UK and internationally, with first class strategic and recruitment consultancy.

In addition to managing the search and selection of Heads, Bursars, Marketing and Development Directors advice is provided on governance, management structures, development planning, marketing / PR and fundraising.

Their clients range from nationally known independent schools to state comprehensive schools, from public and private companies involved in education. These clients are located globally and a list of them can be found on AMC's website.

Further information is available at www.anthonymillard.co.uk