



MARLBOROUGH COLLEGE
MALAYSIA

GAP Intern

Candidate Information

For August 2027
or January 2028

Employment Opportunities at MCM



An aerial photograph of the Marlborough College Malaysia campus. The image shows a large green field with a circular track in the center, surrounded by various school buildings, a swimming pool, and a tennis court. In the background, there are residential areas and a city skyline under a blue sky with white clouds.

Marlborough College Malaysia

There is something genuinely special about Marlborough College Malaysia. Those fortunate enough to work here all agree that our greatest joy, attribute, advert and reward are the pupils who form the College. They provide daily inspiration, a model of what wider society could be like and genuine optimism for the future.

We live and work in a safe and spacious 90-acre campus in southern Malaysia, reminiscent of the generous grounds and playing fields of Marlborough College in the UK enhanced by our own organic farm and boating lake. Guided by our principles of compassion, companionship and conversation, Marlborough College Malaysia gives its pupils the space, inspiration and courage to explore their own potential, the wonders of our world and their responsibilities to it and to each other.

The College is arranged as a Prep School (3-13) and a Senior School (14-18) and currently has 1020 pupils, with 600 in the Prep and 420 in the Senior School. Pupils from the age of nine may choose to board, and approximately a third of those who are eligible, do so, with almost half of the Senior School and most of the Sixth Form boarding. The Singapore Tatler has referred to the College as “the only school in Asia offering an authentic British boarding programme”.

The College is exceptionally well-resourced and enjoys a strong and growing international reputation for excellence across all aspects of school life. Marlborough College Malaysia is consistently featured in the Spear's Schools Index of the top 100 private schools globally, including in the most recent 2026 edition. We are the only 3–18 school in Malaysia to hold the prestigious British Schools Overseas (BSO) status, awarded following a rigorous inspection process. We were also named International School of the Year by TES in 2024 and again by the Boarding Schools' Association (BSA) in 2025. Most recently, following our COBIS accreditation visit, the College was awarded 'Triple Beacon Status' - an extremely rare accolade, recognising the strength of our Safeguarding, Pastoral Care and Wellbeing practices.

Marlborough College Malaysia enjoys very close links with Marlborough College in the UK and remains one of the few (possibly the only) international schools that is a wholly owned subsidiary of its founding educational institution and entirely not-for-profit. Unlike most international schools where profits are required to repay investors, instead, all Marlborough College Malaysia surplus is committed to Marlborough's charitable aim of providing the finest quality education and the school thrives as an example of the best that a British independent school education has to offer.

The Role

Marlborough College Malaysia invites applications from enthusiastic, energetic and motivated young people to join our community as GAP Interns for a five- or six-month placement.

This is an exceptional opportunity for recent school leavers, particularly those considering a career in teaching, education, sport or working with young people, to gain valuable practical experience while living and working in an exciting international environment.

GAP Interns are an important part of the College community. They work alongside experienced teachers, coaches and pastoral staff, supporting pupils both inside and outside the classroom and contributing to the broad range of activities that make a Marlborough education so distinctive.

The role is varied, rewarding and hands-on. Interns can expect to be involved in academic support, sports coaching, co-curricular activities and boarding life. No two days are quite the same, and there are opportunities to develop confidence, leadership, independence and professional skills.

Above all, we are looking for individuals who enjoy working with children, are willing to get involved in all aspects of College life and are keen to make a positive contribution to our community.

Internship Dates

We offer two internship opportunities during the 2027/28 academic year:

- **Placement 1: August 2027 – December 2027** (approximately five months).
- **Placement 2: January 2028 – June 2028** (approximately six months).

Applicants may express a preference for either placement. Both are fixed-term internships, and successful candidates will be expected to participate in induction and orientation before commencing their duties.



Key Responsibilities

The Prep School

You should expect to work across the Prep School, supporting learning for all children from 3 to 13 years old. This may be within an academic department or to support the co-curricular activities.

Coaching of Games

You should expect to be involved in the coaching of games across the College including Saturday.

According to your level of expertise, you may run a team in the major game of the term.

Tutoring in a Boarding House

You will be attached to one of the Junior boarding houses on the campus and will support those boarders through activities during the week and with some weekend duties. Precise details of what you are expected to do will be decided by the Housemaster or Housemistress of the particular House to which you are assigned and discussed with you on arrival.

The duties set out in this document are not intended to be exhaustive, and the successful applicant may be required to carry out such other duties as the Master may reasonably require from time to time.



Skills and Abilities

The successful candidate may be able to demonstrate some of the following skills, qualifications and experiences. Whilst none are essential, they would be advantageous in supporting the wide range of academic, sporting, pastoral and co-curricular opportunities offered at Marlborough College Malaysia. We recognise that applicants will bring different strengths and interests, and we particularly welcome those who are enthusiastic about sharing their talents and developing new skills during their internship.

- British boarding school experience
- Experience working with children
- First Aid qualification
- Mental Health First Aid qualification
- Recognised sports coaching qualifications
- Recognised lifeguarding qualification
- Sports coaching or officiating experience
- Summer school or camp experience
- Outdoor education qualifications
- Expedition leadership experience
- Duke of Edinburgh's Award experience
- Music, drama or artistic skills
- Academic tutoring or mentoring experience
- TEFL qualification
- Community service or volunteering experience
- Previous pupil leadership responsibilities
- Full, valid driving licence
- International travel or living experience





Terms and Conditions

The College will provide the GAP Intern with a stipend and an apartment in the staff condominium; this consists of a bedroom with a double bed, wardrobe storage, a private shower and toilet and an open-plan living room with a small kitchenette. Apartments are all air-conditioned. In addition, the condominium has a common room with a large kitchen and dining area, a television and social area, washing machines and a large outdoor deck with seating and barbecue. The College will provide all meals during term-time. The successful applicant will have full use of the accommodation, the College's excellent sports facilities, swimming pool, library and online resources during the holidays as well as during term. All utility bills are covered, private medical insurance will be provided, as will relocation and repatriation flights at the beginning and end of the academic year.

Application Process

To be considered for the position, applicants are required to complete and submit their application through [MyNewTerm](#) by 9.00am (GMT) on Monday, 16th November 2026.

As part of the MyNewTerm application process, candidates will be asked to provide a supporting statement outlining their motivation for applying, relevant experience, skills and personal qualities, and what they believe they could contribute to the role and wider life of Marlborough College Malaysia. This should be approached with the same care and consideration as a formal letter of application.

Please note that the College reserves the right to interview and appoint suitable candidates before the closing date. Early applications are therefore encouraged.

- First round interviews will take place online in the week beginning 23rd November 2026.
- Final interviews for non-UK applicants will be held at Marlborough College Malaysia or online, as appropriate, in the week beginning 7th December 2026.
- Interviews for candidates based in the UK will take place between 17th - 19th December 2026 at Marlborough College in the UK.

Should you have any questions about the position, the recruitment process, or Marlborough College Malaysia more generally, please do not hesitate to contact our HR team at recruitment@marlboroughcollege.my. The team will be very happy to assist with any enquiries and, where appropriate, questions may also be referred to the Master.

Marlborough College Malaysia is committed to equality, diversity, safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All appointments with the School will be subject to references, medical report and an ICPC (International Child Protection Certificate) or similar, all of which must be satisfactory to the College.

