



TANGLIN TRUST
SCHOOL
EST. 1925

Head of Integrated Technology – Junior School

Tanglin Trust School

Tanglin Trust School is an international school in One-North, Singapore, offering an outstanding education for expatriate students. The school educates boys and girls aged 3-18 years. We respect and nurture all students as individuals, seeking to inspire and celebrate their efforts in pursuing intellectual, moral, cultural, social and physical development.

The school draws on a professional and dynamic staff, the commitment and aspirations of the community, and the resources of Singapore in its drive to become the best school in the world. Tanglin supports its students to be:

- Thinkers who acquire knowledge through resilient inquiry
- Principled and reflective global citizens
- Caring and thoughtful communicators
- Open minded and balanced
- Successful lifelong learners

100 Years of Excellence

Tanglin Trust School moves proudly toward its centenary in 2025. The school's strategic plan: *100 Years of Excellence* provides a clear direction for the school's journey. In doing so, we honour the past, embrace the present and aspire to the future. Our key strategic themes include:

Team Tanglin

Tanglin Trust School aims to be recognised as an outward-looking, dynamic and high-profile centre for educational excellence that is warmly responsive to its community, socially responsible and proud to contribute to the future of Singapore and the world.

Flourishing Individuals

Tanglin Trust School aims to nurture and inspire every individual, ensuring they feel happy, valued, and successful in achieving their intellectual, spiritual, cultural, social, and physical goals.

Inspired Learners

Tanglin Trust School aims to be a distinctive international learning community, utilising both British-based and international learning programmes, to nurture and inspire lifelong learners who develop international-mindedness that will allow them to contribute to the world with confidence.

Personal Best

Tanglin Trust School aims to be a safe, caring, yet stimulating environment where we provide high-quality co-curricular opportunities that encourage both broad participation and the achievement of excellence in the arts, sport, outdoor education, and international experiences.

Our People

Tanglin Trust School aims to be recognised locally and internationally as a professionally stimulating and rewarding workplace that is committed to innovation, high-quality professional development, and the constant interchange of ideas as well as investing in staff who always seek to enhance the quality of education within and beyond the School.

Sustainability

Tanglin Trust School aims to operate as a sustainable not-for-profit school that manages its finances to maximise educational opportunities for students while investing in the School's long-term security and the continuous improvement of its campus.

Tanglin Trust School

Digital First

The emergence of digital solutions for many elements of our lives has created new opportunities within education. Tanglin Trust School aims to develop and create a viable ecosystem that utilises technology to engage our community.

The Institute@Tanglin

The Institute@Tanglin aims to be a forum that promotes excellence, provides thought leadership, and encourages discourse to inspire, challenge and prepare the next generation of leaders in our community.

Diversity, Equity, Inclusion and, Justice (DEIJ)

There is a renewed focus on Diversity, Equity, Inclusion and, Justice (DEIJ) at Tanglin Trust School. We aim to provide for protected characteristics including race, disability, sex and religion by exploring actions to make our school more inclusive for all.

100 Years of Excellence

Tanglin Trust School's long and enduring history began in 1925 when five students stepped onto the grounds of a new school on the site of the Tanglin Club in Singapore. To celebrate its legacy and heritage, a passionate team came together to begin planning for Tanglin's Centenary celebrations in 2024/25.

Our Mission and Vision

Tanglin Mission

Tanglin Trust School Singapore has a long tradition of providing British-based learning with an international perspective. At Tanglin, we strive to make every individual feel valued, happy and successful. Responsibility, enthusiasm and participation are actively encouraged and integrity is prized. Working together in a safe, caring yet stimulating environment, we set high expectations whilst offering strong support, resulting in a community of lifelong learners who can contribute with confidence to our world.

Our Vision

We aspire to be the best school in the world with a dynamic learning community that nurtures and inspires every individual to be the best they can be. Our core values of Respect, Responsibility and Purpose are at the heart of everything we do across the school.



Our Core Strengths

Academic

Our academic curriculum utilises both British-based and international learning programmes, organised through subject disciplines within a strong academic framework. Planned progression within each discipline supports students in broadening their knowledge and deepening their understanding of the world as they move through the school.

Through their studies, Tanglin learners develop the skills they will need for future success in self-directed lifelong learning, namely:

- Critical and Creative Thinking
- Communication
- Social and Collaborative Skills
- Self-Management
- Research

Pastoral

At Tanglin, we continuously develop strategies and initiatives that keep us at the forefront of outstanding pastoral care. A well-embedded pastoral system nurtures positive relationships and promotes an ethos that both values and celebrates children as individuals while creating a strong sense of community. Drawing on available research from the field of Positive Psychology, the Lifeskills curriculum aims to equip students with the knowledge, skills and understanding necessary to lead confident, healthy and independent lives. Our Coordinated Wellbeing Services team – consisting of the Nursing team, Counselling team and Educational Psychologist – provide additional specialist support, and can advise teachers and work with students as and when required.





Co-Curriculum

The co-curriculum programme is central to a student's education at Tanglin. Co-Curricular Activities (CCAs) play a crucial part in all staff and students' weekly schedules, and all staff are expected to be involved with the leading and developing of co-curricular options, either in areas associated with their subject specialism or in an area in which they have experience or interest. Through The Arts, Sport, academic enrichment, clubs and societies and Outdoor Education, students' learning is enriched and developed. The co-curriculum is supported by significant time, resource and CPD opportunities, and staff are encouraged to utilise and develop their personal passions and hobbies.

Campus & Facilities

Tanglin Trust School offers world-class learning and sporting facilities in an environment that is highly conducive to student development. The School is situated on Portsdown Road, approximately 15 minutes drive from the city centre, in Singapore's dynamic 'one-north' district, a hub for knowledge-driven industries that are set amongst the heritage and nature areas of Rochester Park, the Wessex Estate and Nepal Hill. Tanglin is easily accessible from Singapore's main residential areas.

The School comprises separate modern buildings for Infant, Junior and Senior School students. There is also Sixth Form Centre, Berrick Building, Nixon Building, as well as the Tanglin Centenary Building which was completed in January 2023.

In addition to architect-designed classrooms set around bright and colourful common areas that promote a sense of community, these buildings also feature large multi-purpose assembly and sporting halls, music rooms, indoor facilities for orchestras and choirs, suites for the study of Information and Communications Technology, drama studios, science laboratories, libraries, health centres staffed by professional nurses and food service areas.

Sports facilities outside The Tanglin Centenary Building include a 25-metre swimming pool; four gymnasias; large outdoor playgrounds; full-size rugby and football pitches, plus three 5-a-side football pitches; long/triple jump pits; netball, badminton and volleyball courts; and a fitness centre.

The Tanglin Centenary Building is also a venue of exciting opportunities for the school and includes:

- Main Reception
- Gymnastics Centre
- 50-metre Swimming Pool
- Cricket Deck
- Physiotherapy Clinic
- Infant Dining Hall
- Infant Music and Multipurpose Space
- Music School: for Senior Music teaching, instrumental tuition, and ensemble rehearsal spaces
- Sports and Activities Office
- Parent Café and Co-working Space
- Lifeskills Classrooms
- Counselling Services
- The Institute
- 15-metre Rock Climbing Wall

The Institute

Tanglin launched the Institute@Tanglin in 2022. It aims to be a forum that promotes excellence, provides thought leadership, and encourages discourse to inspire, challenge and prepare the next generation of leaders in our community. The Institute will be a space that brings together a range of current and future disciplines, teachers, learners, facilitators and mentors, to work collaboratively to envision and drive new and improved outcomes within our already dynamic learning community.

Scholarship: Create more opportunities for faculty and student research projects, providing a platform to present and discuss research with experts from academia and industry, nurturing greater in-depth study e.g. Faculty Research Forum.

Inquiry: Provide opportunities outside the classroom to develop skills, capabilities, and interdisciplinary thinking through greater hands-on learning with external experts/practitioners e.g. SC Ventures.

Partnerships: External collaborations with corporate, government and educational entities in the delivery of Institute programmes e.g. NXplorers.

Thought Leadership: Engage inspiring individuals and organisations to expand our thinking across our strategic themes and inspire discourse and learning beyond the classroom across a range of subjects and interests e.g. David Faulkner Speaker Series.



Life at Tanglin

We enjoy a fast-paced environment where communication, collaboration and contribution are highly valued. With more than 2,800 students across the school, Tanglin is a hive of activity, both within and outside the classroom. While academic standards are high, individual development and personal achievement are equally as important.

Professional Development

Professional development at Tanglin includes a range of learning opportunities, including workshops, accredited courses, conferences, inspirational speakers, coaching, and staff-led pilots and initiatives. We believe great professional development promotes, develops and supports dialogue, challenge, and the exchange of ideas between educators; enabling both staff and students to flourish.

At Tanglin, we value meaningful relationships and connection, and believe the act of learning and connecting with others through professional development supports wellbeing and a sense of belonging. Coaching is a significant part of our broad and robust professional development provision; it is not mandated or directed. Our approach to coaching – and professional development in general – encourages and commends those who seek out opportunities to grow and develop.



Junior School

Tanglin's Junior School (Years 3 to 6) provides a broad and balanced curriculum that inspires, motivates and challenges children in their learning.

Our engaging learning environment facilitates a holistic approach to learning that provides children with a wide range of opportunities both in and out of the classroom. These experiences promote children's personal, academic, creative and physical development.

The Junior School is an accredited member of the Independent Association of Prep Schools (IAPS) and children are well prepared for their Senior School education. While standards are benchmarked against the very best in the UK and internationally, our curriculum reflects our international setting and celebrates our diverse community.

We are particularly proud of the breadth of our provision and the many exceptional opportunities that enable every individual child to flourish. Outstanding specialist teaching complements our impressive facilities, with sport, art, music, technology and drama featuring prominently.



The Role



The appointee is engaged to lead and manage the Technology Curriculum and to innovate the use of technology across the whole curriculum.

The role reports to the Head of Junior School through the Academic Deputy Head Teacher (Junior School).

Key Responsibilities

Key responsibilities as Head of Integrated Technology

- Identify and communicate best practices and research in educational technology to assist teachers in supporting and advancing student learning. Evaluates and pilots emerging advancements in educational technology.
- Develop technology-related policies with key stakeholders (Responsible Use, Social Media, etc.)
- Liaise with the Heads of Technology both at Tanglin, Singapore and the region to ensure that there is a standardised approach to the management of the Technology curriculum across the school, and ensuring that continuity and progression are maintained.
- Ensure targets are identified and met on the Junior School Improvement Plan and the School's Self Evaluation Form (SEF).
- Support the CPD Leader (Deputy Headteacher) in leading and managing the continuous professional development of staff which reflects both the needs of the individual and the school in order to drive improvement.
- Assist with training for teachers and support staff – including inset sessions, courses, clinics and drop-in sessions for different user groups.
- Organise and arrange occasional initiatives, including presentations to parents on technology-related topics
- Collaborate with year groups in their planning to create resources using the interactive software, including STEAM projects
- Develop individual teacher's confidence and ideas by modelling lessons, and team teaching.
- Continue to explore and trial ideas for the Future Learning classroom.
- Assist Heads of Curriculum in the development of sample resources, and in sourcing and cataloguing resources.
- Liaise with other Heads of Curriculum and Heads of Year to develop cross-curricular links.

Key responsibilities as Head of Department

- Plan, produce, evaluate, develop and update curriculum policy documents and schemes of work, and guide and monitor their implementation and standards achieved within the subject across the Junior School.
- Use data from formative and summative assessments to look at standards achieved within the subject and identify areas for further development.
- Monitor the curriculum through regular work scrutiny and observations.
- Produce, evaluate, develop and update summary information documents for parents.
- Resource the subject within an allocated budget. Ordering materials and stock; checking, controlling, distributing materials and stock on arrival and as required and ensuring such equipment is maintained.
- Manage and develop the roles and responsibilities of the STLA for Technology and conduct their performance review..
- Ensure that health and safety requirements are taken heed of in the planning and delivery of the subject.
- Fulfill CoCurricular commitments.
- Be responsible for reporting any concerns about a child to the Designated Safeguarding Lead.

Personal Attributes

- Collaborative leader who promotes teamwork and effectively leads and facilitates multiple complex projects.
- Degree in Education or Educational Technology or a related field, or comparable experience
- Strong demonstrated knowledge in Educational Technology.
- Experience working in an Apple environment
- The ability to independently manage multiple tasks and projects in a timely and systemic fashion.
- Excellent verbal and written communication skills.
- Strong analytical and problem-solving skills.
- Be able to engage, enthuse and inspire others.
- Have high levels of personal integrity.
- Proven ability to use initiative, assume responsibility for tasks and projects and to resolve problems.
- Enjoy personal challenges and can give support to others.
- Be able to manage own wellbeing and support others with theirs.
- Believe positivity is as important as performance in the workplace and amongst the community.
- Enjoy connecting with all members of our community.
- Have a sense of humour.

Tanglin Trust School believes that each employee makes a valuable and significant contribution to our success, and that contributions should not be limited to the assigned responsibilities above. This job description is designed to outline primary responsibilities but not limit the employee, nor Tanglin Trust School, to only the duties identified. It is the expectation of the school that each employee will offer his/her services wherever and whenever necessary to ensure the success of our organisation.



Safeguarding

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to provide an Enhanced DBS disclosure certificate, or equivalent.



How to Apply

Tanglin Trust School is an equal opportunities employer committed to the ongoing professional development of all our employees.

We are looking for people who can bring new perspectives, life experiences and skills that will enrich our community and the learning of our students, both inside and outside the classroom. If you share our vision and are keen to embrace the challenges and rewards of life in an established international school in Singapore, we would love to hear from you.



In your application, please provide the names and email addresses of three people from whom confidential references may be obtained. Please indicate their professional relationship to you; for applicants currently teaching, one referee should be your present Head of School.

We are delighted to partner with Teachanywhere who will manage the recruitment of all international educators for our school. Your point of contact will be Matthew Peck, who can be contacted for all inquiries at: tanglin@teachanywhere.com.

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