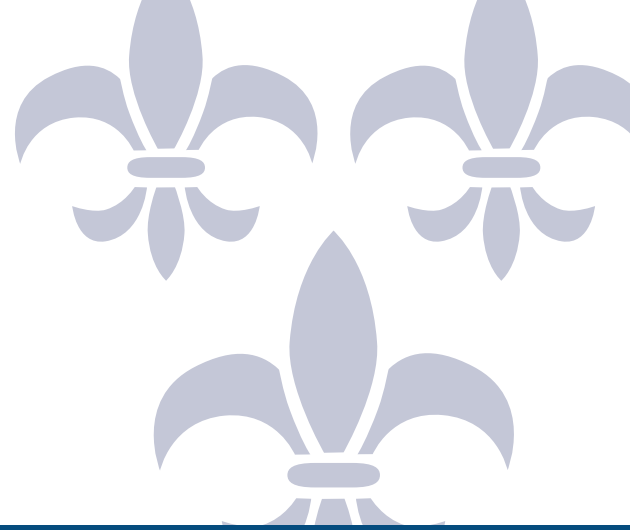


**SHREWSBURY  
INTERNATIONAL  
SCHOOL**

BANGKOK



## CANDIDATE BRIEF FOR THE POSITION OF ASSISTANT PRINCIPAL (ACADEMIC)

SHREWSBURY INTERNATIONAL SCHOOL  
BANGKOK (RIVERSIDE CAMPUS)

JANUARY 2018



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## ABOUT US - THE SHREWSBURY SCHOOLS

Shrewsbury International School in Bangkok was founded in 2003 and offers an inspirational English language education for carefully selected students, caring for them in an organisation committed to continuous improvement and providing outstanding opportunities both in and out of the classroom. The Bangkok school rests on two pillars: The tradition and heritage of Shrewsbury School in the UK and the financial strength and investment of the Sophonpanich family in Thailand who founded, own and run Bangkok Bank.

The School recruits the finest teachers and staff, providing them with the resources to nurture outstanding students and exemplify the pioneering spirit and traditions of Shrewsbury School in the UK. Its academic standards, performing arts and music programme and university placements to the UK, the US and around the world are of the highest distinction, and the school

### A-LEVEL EXAM RESULTS 2017

Grades	Shrewsbury International School A Level % (Cumulative)	All UK schools A-Level grade % (Cumulative)*
A*	40.3%	8.3%
A	64.6%	26.6%
B	81.6%	51.5%
C	95.4%	75.3%
D	99.0%	90.5%
Other	100%	100%

### IGCSE EXAM RESULTS 2017

Grades	Shrewsbury International School grade % (Cumulative)	All UK schools GCSE grade % (Cumulative)*
(A*)	(42.3%)	
A/7+	70.6%	20.0%
B	87.5%	
C/4+	96.4%	66.3%
D	98.7%	
G/1+	99.8%	98.4%

\*Source: www.JCQ.org.uk



is regarded to be the leading international school in South East Asia. With new Campuses in both Bangkok and Hong Kong opening in August 2018 and further projects in progress in China, Shrewsbury International (Asia) has been formed to oversee this growth.

Shrewsbury School in the UK was founded by Royal Charter in 1552. Over the centuries, it has grown in size and reputation and is now ranked amongst the leading coeducational boarding schools in the United Kingdom educating some 800 pupils aged 13-18 years. Situated on the banks of the River Severn, Shrewsbury School is committed to strong academic standards with a vision of holistic education, as demonstrated through an incredible range of different activities, sports and societies.



## BACKGROUND

Shrewsbury International School in Bangkok was founded in 2003 and now has 1,695 students enrolled from EY1 (3 years old) to Year 13 (18 years old). 180 teachers, mainly recruited from the UK, work in the school and live at the heart of the Shrewsbury community in Bangkok. The school itself has a stunning location on the banks of the Chao Phraya River in the centre of Bangkok and enjoys state-of-the-art facilities.

The Senior School is located in purpose-built accommodation in a central part of the campus. Classrooms are generous and allocated to department areas, with specialist facilities catering for science, art, design and computing. The top floor of the Senior School building is equipped with a purpose built examination space, and Sixth Form working and social areas.

The stunning riverside location offers all an inspiring environment in which to learn

and teaching is of an exceptional standard. Outdoor space allows for play, recreation and the proximity of the swimming and sports complexes enables all to fulfill their potential in that domain.

Further creative and performing arts spaces are easily accessible in a nearby building, housing a dance studio, specialist music spaces and 600 seat theatre. The Senior School links with the Junior School through a well stocked and central library, a key focal point for teaching and learning.

The Senior School will be expanding in the coming years to accommodate intake from Shrewsbury International Bangkok, City Campus. The first cohort of pupils will arrive in September 2021, and the successful candidate will be a key part of the planning and delivery phases of major building projects to facilitate this expansion and enhancement of facilities, befitting of the leading school in SE Asia.



# THE ROLE

**Job Title:** Assistant Principal (Academic), Shrewsbury International School Bangkok (Riverside Campus)

The Assistant Principal (Academic) reports directly to the Vice Principal (Senior) and works closely with the other members of the school Senior Management Team. The Assistant Principal (Academic) line manages the Heads of Department, Academic Administration team, Examination team and also works with Assistant Principal (Prep) and Assistant Principal (Pre-Prep). The Assistant Principal (Academic) meets with Vice Principal (Senior) on a regular and scheduled basis, is a member of the whole school Senior Management Team and Senior School Leadership Team and contributes to the strategic and operational development of the school, benefitting all 1,695 pupils.

The Assistant Principal (Academic) chairs the Heads of Department group and works closely with them and the teaching staff in the strategic development of teaching and learning at Shrewsbury. The Assistant Principal (academic) attends Year Team Leader meetings, examination meetings and works with the Vice Principal (Senior) to support Year Team Leaders in ensuring the tone of the school is purposeful and respectful.

## CHILD PROTECTION AND SAFEGUARDING

The School takes its Child Protection and Safeguarding responsibilities extremely seriously and, as a School Leader working at the most senior levels within the school, the Assistant Principal (Academic) will play a lead role in this field. He / she will work closely with the Vice Principal (Senior) and full-time Director of Child Protection and Safeguarding to ensure that the policies and practice to keep children safe are carefully drawn up to best practice standards and rigorously and unflinchingly enforced on a daily basis. He / she will contribute significantly to staff recruitment ensuring that up-to-date Safer Recruitment standards are fully complied with.

## STRATEGY

The Assistant Principal will work closely with the Vice Principal (Senior) and carry responsibility for drafting and implementing sections of the Development Plan for the Senior School, especially those that relate to the academic progress of students. This will especially important as the school expands and the Assistant Principal will be required to develop and adapt existing structures and practice in line with the mission and value statements. The Assistant Principal will engage all stakeholders in setting and implementing strategic objectives.



The School has adopted the best aspects of the English National Curriculum. These have been adapted and developed further to meet the needs of our talented, multilingual and international students within the context of Thailand. The Assistant Principal will need a strong understanding of the examination procedures and requirements common to schools engaging with GCSE and A Level syllabi.

The school uses the CEM centre tests as a standardised external baseline, and the Assistant Principal (Academic) will work closely with the Vice Principal (Senior) to analyse this data and provide feedback to Governors, Principal, Senior Management colleagues and Heads of Department as appropriate.

The Assistant Principal (Academic) will take a lead role in delivering a Senior School reporting system.

### ADMISSIONS, ENROLLMENT, MARKETING AND PUBLIC RELATIONS

The Assistant Principal (Academic) will demonstrate an understanding of the importance of Senior School life to the marketing and public relations of the school. Shrewsbury's exceptional reputation for the progress made and outcomes gained by its students in the Senior School will be built upon and enhanced by the successful candidate

who will work closely with the marketing and public relations teams in promoting Senior School life at Shrewsbury locally, nationally and regionally.

The Assistant Principal will look to nurture exceptionally strong relations with other feeder, local and international schools operating in Bangkok and will understand the importance of Senior School life to the school's reputation in the wider community by supporting students at concerts, sports fixtures, plays and similar events.

### LEADERSHIP

The Assistant Principal will be an inspiring person to work for and with. School Leaders and teachers will all feel that Assistant Principal lives at the heart of the school actively engaged in all of its layers. He / she will be able to use the platform of the public stage effectively and work shoulder to shoulder with individual colleagues.

### OPERATIONAL AND FINANCIAL MANAGEMENT

The Assistant Principal (Academic) will understand the relationship between excellence in the provision of the school and the need to work to agreed and carefully-planned operational and capital development budgets.



## WORKING WITH PEOPLE

As a lead figure in Shrewsbury’s warm and inclusive community, The Assistant Principal (Academic) will demonstrate exceptional interpersonal skills in bringing together teams of colleagues. He/she will have a demonstrable track record of working well with and inspiring the best teachers. He/she will play a lead role in the regular performance management of middle leaders and teachers and will play an active and engaged role in daily school life.

The Assistant Principal (Academic) will liaise closely and communicate regularly with the parent body whose children are members of Senior School. He/she will be a highly visible presence throughout the school day. The role also requires high order skills - including curriculum design, safer recruitment, pedagogical knowledge and experience, and the management of challenging academic scenarios. A key focus of this role is the recruiting, retaining and training of the best teachers.

The Assistant Principal (Academic) will be a careful and effective administrator attending to operational requirements within the Senior School in a prompt and professional manner. He/she will always be compliant with the paradigm of courteous communication that prevails throughout the school and the wider community.



# THE PERSON

The successful candidate will be an inspirational and collaborative person able to build on the immense strength of the Senior School. He or she will have the following:

## KEY SKILLS & PERSONAL ATTRIBUTES

- Excellent communication skills confident in the public forum;
- Effective time management strategies leading through a commitment to hard work, an ability to protect time and a willingness to delegate appropriately;
- Ability to create a team from a collection of talented individuals and a willingness to develop talent by providing opportunities for students and colleagues;
- Calmness and composure under the pressure;
- A warmth and sense of humour which is communicated to all members of the Senior School community at Shrewsbury.

## QUALIFICATIONS AND EXPERIENCE

- An honours / combined honours degree with additional relevant postgraduate qualifications an advantage;
- A professional teaching qualification and QTS status (BEd, PGCE or equivalent);
- A proven track record of school leadership in the academic domain;
- Experience of implementing and monitoring strategic plans to support the vision and mission of a school;
- Experience in working effectively with all elements within a school community;



# THE PLACE



## LIVING IN BANGKOK

Bangkok is one of the most vibrant cities in Asia attracting international families from all over the globe. It is a centre for world tourism on account of its temples, palaces, exquisite food and rich culture. It also happens to enjoy one of the most beautiful climates on the planet.

The school is stunningly located right on the banks of the world famous Chao Phraya river and the backdrop to the school is the commerce, trade and tourism of the river community. The school has its own boat service linking, in just a few minutes, the Shrewsbury community to the Sky Train, the city centre and the central business district.

Teachers are attracted to Bangkok because it is a hub for South East Asian travel and the school is enriched by the resources gathered by teachers from their travels to Myanmar, Cambodia, Laos, Bali, Nepal, Japan, China...and many more places. It is also one of the most affordable of the world's cities with teachers moving in and out of local and international Bangkok living.

Healthcare is excellent in Bangkok with the city being a centre for international hospitals and health services. The school has access to

the finest of Bangkok's international hospitals (Bumrungrad, Bangkok Nursing Home, Samitivej and Piyavate) covering the full range of required health services.

Shrewsbury families enjoy the historic culture of the city with astonishing local markets and high-end shopping malls minutes away from the school. Bangkok's famous China Town - or Sampheng as it is known locally - is rich in history and is just a few minutes away by Number One bus from the Shrewsbury site.

Teachers who learn to read, write and speak the beautiful Thai Language with its blend of Sanskrit, Pali and Khmer influences enjoy a truly authentic Thai experience and find themselves able to explore the nooks and crannies of the city in a life-changing way.

Shrewsbury is a secular school warmly welcoming families from all religions of the world. In Thailand, Buddhism is the predominating world belief system and its calmness and serenity influences the mood and atmosphere of the school and its community.

# REMUNERATION AND COMPENSATION

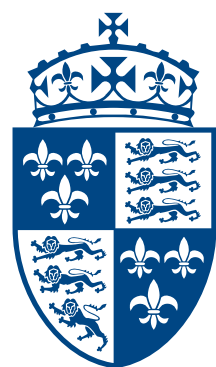
An annually-reviewed and attractive compensation package including Basic Salary, Bonus and Foreign Exchange advantage is provided. Excellent accommodation for singles, couples and families is provided at a beneficial rate to support the cash elements of the package. Private health care with Aetna Health Insurance (Thailand), a flight and relocation allowance and full tuition fee remission for up to two children of school age who study at Shrewsbury are provided.

The initial contract period will be 3 years with the hope that this will be renewed.

## HOW TO APPLY

Please follow the guidelines in the Application Section of the Recruitment Pages on the school website at [www.shrewsbury.ac.th](http://www.shrewsbury.ac.th) for full details of how to apply.





**SHREWSBURY**

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