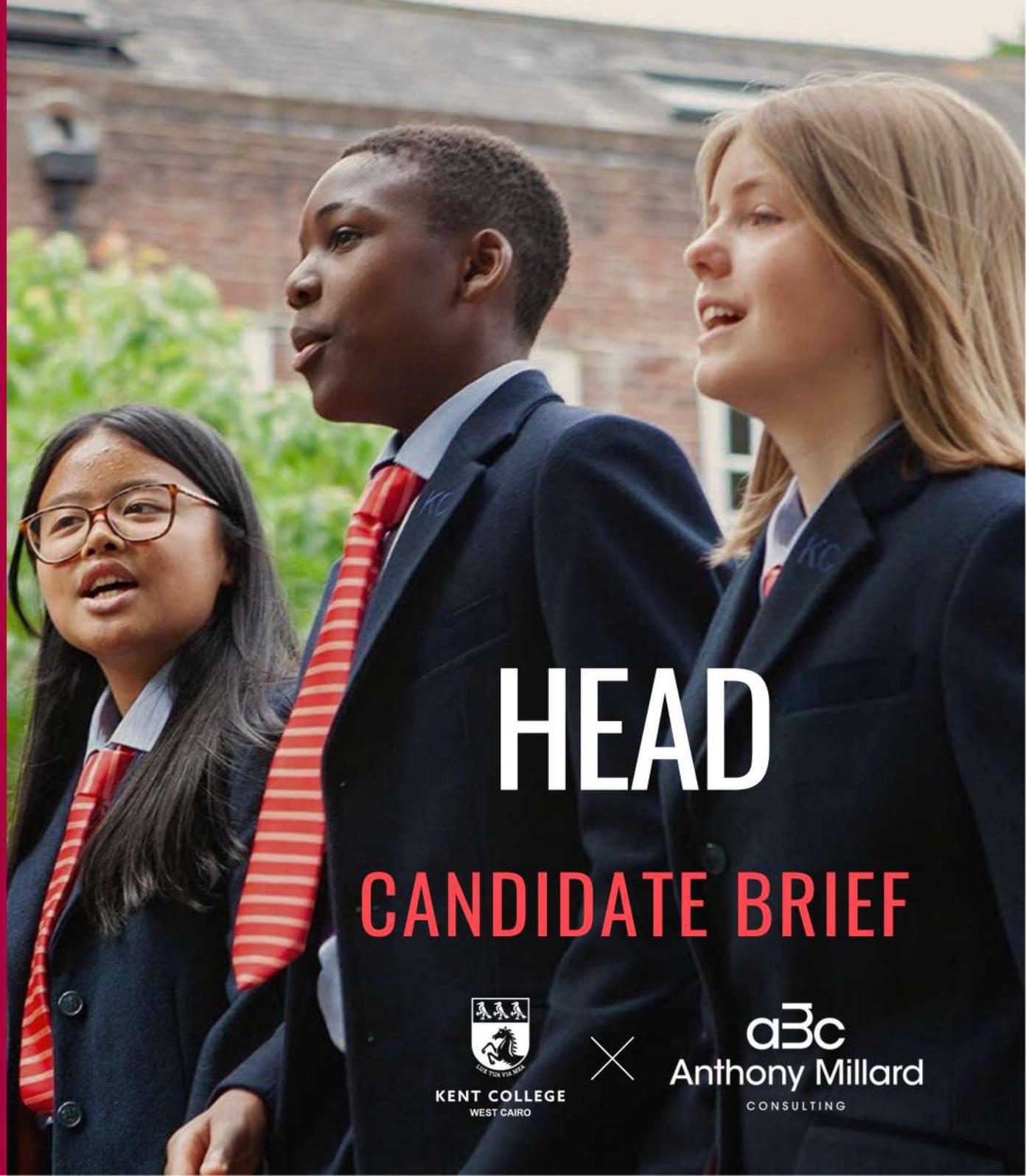
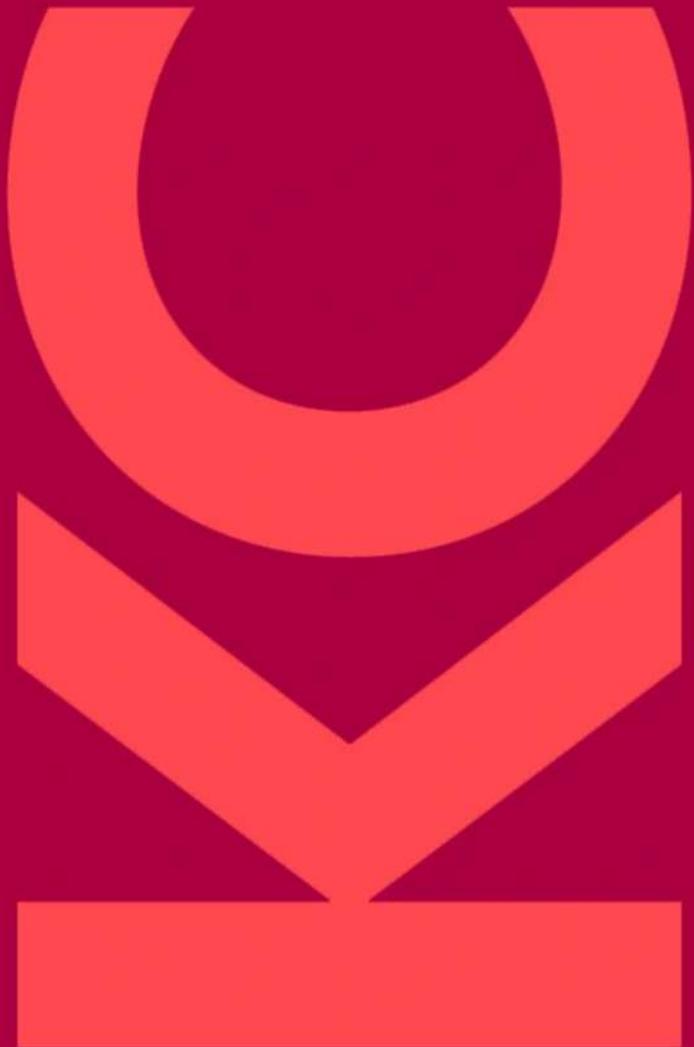


KENT COLLEGE WEST CAIRO



HEAD

CANDIDATE BRIEF



KENT COLLEGE
WEST CAIRO



a3c
Anthony Millard
CONSULTING



Architect CGI of the main site at Kent College West Cairo

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INTRODUCTION & WELCOME

Kent College West Cairo are looking for its next Head who is an inspirational, personable and charismatic leader to deliver the very best of British education and be instrumental in the School's continued growth.

Kent College West Cairo is our second international partner school, after Kent College Dubai. The school opened in September 2022, with a small intake of pupils, mostly in the Early Years and Junior School. Now our oldest students are in Year 10 and our Senior School buildings are open next year.

After three years of steady growth, we are expecting to enter a period of relatively rapid expansion, particularly as the large new housing developments surrounding the campus in West Cairo begin to fill with families.

We are looking for a school head, with experience of success internationally or in the UK, who will be excited by the possibility of leading Kent College West Cairo as it grows. It is an opportunity to shape the school culture, develop its curriculum and appoint world-class teachers and support staff to create an excellent learning environment.

If you are interested in this exciting and rewarding leadership role, we look forward to meeting you.

Gerard MacMahon

*Kent College Canterbury's International Director,
and Governor of Kent College West Cairo*



KENT COLLEGE, CANTERBURY, UK

Located on the outskirts of the beautiful cathedral city of Canterbury, Kent College is proud both of its rich history and tradition, and its forward-looking approach.

We welcome pupils of every faith and none, and celebrate diversity in all aspects of school life. **'Do all the good you can do'** is our guiding principle, and one that allows pupils to grow and develop into confident young adults, aware of their responsibilities and their place in the world.

Our vision is to maintain high educational standards in all academic, cultural and sporting activities, stimulating high excitement in learning and requiring discipline in study whatever the ability of the child.

A pillar of that vision is internationalism, and Kent College Canterbury's Head and Board are strongly committed to supporting Kent College West Cairo as it grows to become one of Egypt's leading international schools.

Mark Turnbull

Head, Kent College Canterbury, and Governor of Kent College West Cairo





KENT COLLEGE WEST CAIRO

Kent College West Cairo is located in O-West Compound in 6th of October City, west of the pyramids of Giza. Still in its infancy the school opened in 2022. When full, it will provide high-quality facilities for 1,500 students. The school is growing from the younger years upwards in a brand new purpose built Junior school facility. Currently children attend up to Year 10, but the school will grow as this year group moves through the school. The Senior building is under construction, including a state-of-the-art Library, Steam Hub, Music room and music practice rooms, Art and a FoodTech space along with a new sports centre, laboratories and 36 classrooms. The building should be operational September 2026.

The School has a strong relationship with its founding school, which supports and advises as it strives to develop the highest educational standards in academic, cultural and sporting activities, and to stimulate excitement in learning.

Our vision is to develop the full potential of each individual child. This commitment to children of all abilities makes us distinctive as a top British international school in Egypt that prides itself on being an inclusive school. We aim to provide every possible opportunity for all children and young people to achieve their best educational outcomes by providing a broad and balanced curriculum and a comprehensive range of co-curricular activities.

Our mission is to develop happy pupils in an engaging, enabling and empowering environment, based on traditional core values, in pursuit of career readiness and excellence. In everything we do, including the appointment of our new Head, we hope to reflect our values of respect, acting justly, ambition, humility, openness, kindness, resilience and curiosity.

We hope that if you share our vision, mission and values, that you will want to lead our school.

Shady Eshra CEO and Chair of Governors, Kent College West Cairo

THE LOCATION

Less than 5.5 hours flight from London, and around 3 hours from Dubai, Cairo is one of the biggest cities in Africa and the Arab world. It is the meeting place of Arabian and African cultures, where the Nile meets the desert.

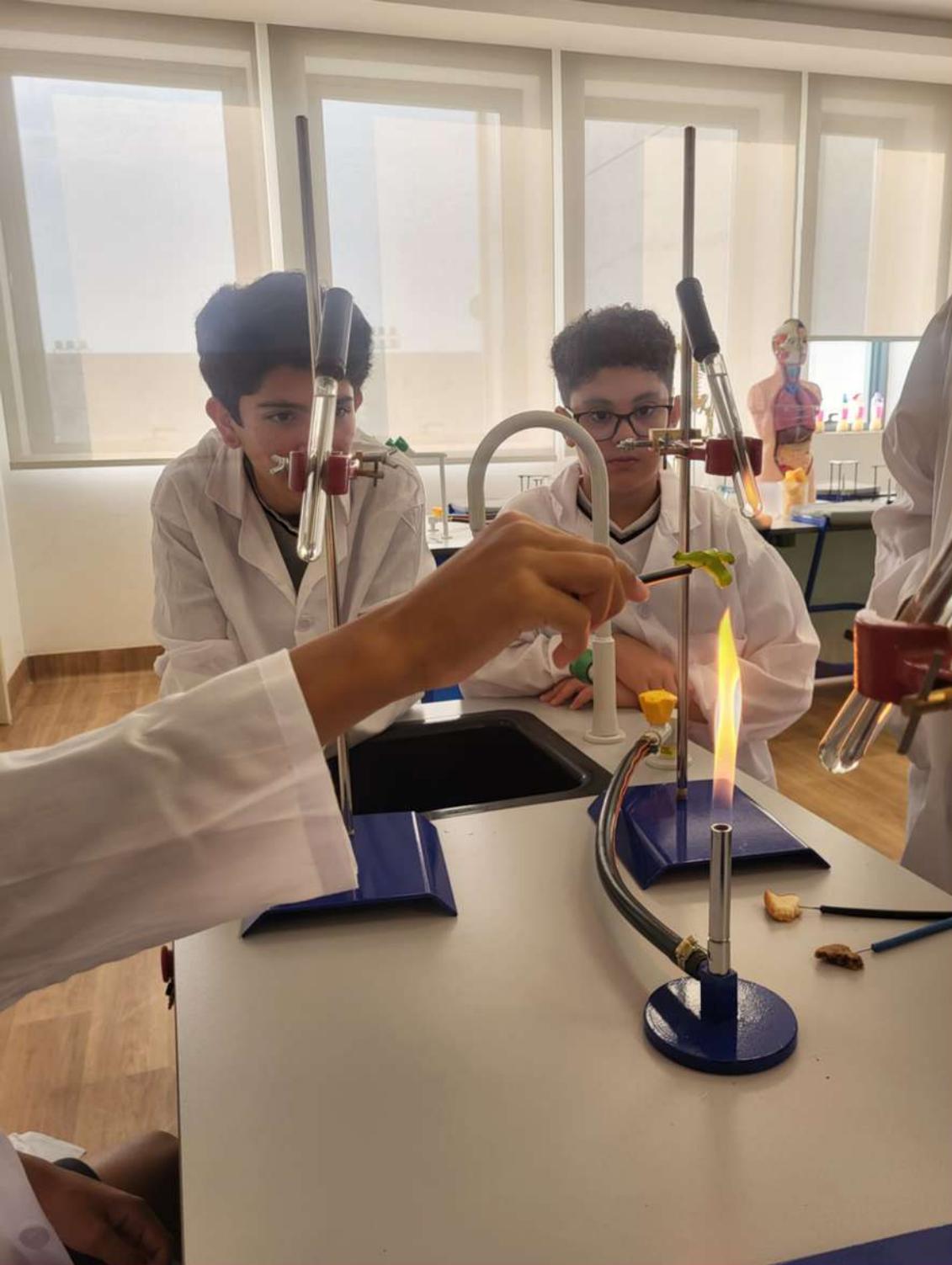
Cairo is where some of the world's most famous historic sites meet a modern, bustling city; where the old meets the new. Ancient sites are surrounded by modern architecture and a young, metropolitan population.

Kent College is located in West Cairo - a large, modern development, full of high-quality apartments and houses. Most of our teachers live in the area within thirty minutes of the school, and with easy access to central Cairo.

There are large ultra-modern malls, such as the Mall of Arabia and the Mall of Egypt, close to the school. The new Grand Egyptian Museum and the Pyramids of Giza are just 7 miles away.

Cairo hosts a number of annual festivals including for music, food, fashion and fitness, and getting around has been made easier with the arrival of Uber a decade ago.





LEADERSHIP AND GOVERNANCE STRUCTURE

The Head is the day-to-day leader of the school, leads the senior leadership team and oversees all academic functions. The Head works alongside the business manager who oversees the school's non-academic functions, including finance, admissions and marketing.

The school's board of governors is responsible for agreeing all school policies and budgets, and for setting strategic priorities.

The CEO is the school's owner and is the Chair of Governors. They carry ultimate responsibility to the shareholders for the school and to the Egyptian authorities. The board of governors also includes the School Business Manager, the Head of Kent College Canterbury and the Director of International Education, who both support the Kent College schools in Dubai and Cairo.

The school is privately owned by Sagah Investments, incorporated and registered in the Arab Republic of Egypt.



JOB DESCRIPTION

The new Head will have an educational philosophy that embodies the very best of British education, and a leadership style that will enable all members of the school community including students, parents and staff, to flourish.

Key responsibilities of the role are set out on the following pages, and include:

Strategic

- To recognise and celebrate our strengths as an inclusive school, providing inspirational educational leadership and ensuring students of all abilities can achieve their potential.
- To keep the wellbeing of our pupils at the heart of all decision-making.
- Become fully familiar with Kent College Canterbury's ethos and approach to education and build an understanding of how to implement this ethos within our Egyptian context.
- Develop effective staffing structures, including appropriate leadership team structures, recruit senior staff and oversee the recruitment of all teaching staff.
- Deliver the full breadth of the curriculum within budgetary requirements.
- Shape the curriculum and co-curricular programmes to support Kent College's pursuit of high educational standards in all academic, cultural and sporting activities.
- Ensure that appropriate systems, resources and staffing are in place to support the School's pastoral support programme.
- Maintain oversight of the policies, procedures and systems that are required to ensure full regulatory compliance.
- Develop an excellent working relationship with the owners, the board, with Kent College Canterbury and with its other international schools, and to develop plans for future collaboration.

RESPONSIBILITIES

Academic

- Develop and embed, in cooperation with Kent College Canterbury, an inspiring educational vision that takes account of the school's ethos and our Egyptian context.
- Oversee the development of the academic curriculum and co-curricular provision, ensuring that the school is able to meet all local legislative requirements whilst at the same time offering an education that is distinctively international and true to Kent College Canterbury's values and traditions.
- Ensure that there are appropriate policies and procedures in place to support the educational vision.
- Foster a culture of continual improvement in teaching and learning.
- Develop and implement systems to maintain the quality of teaching and learning, and ensure the school is excellently prepared for inspection both by Kent College Canterbury and other national and international inspecting bodies.
- Develop digital competences in pupils that support the best learning outcomes and which deliver important future skills.

Admissions

- Support the school's marketing and student recruitment strategies and annual plans to ensure that student enrolment objectives are met.
- Continually develop the school's profile in West Cairo and the wider area, to encourage pupil recruitment and to enhance the school's reputation.

Community

- Engage readily with the wider school community including staff, parents, community groups and local businesses.
- Assure the wellbeing of students through outstanding pastoral care, as well as through the implementation of effective health and safety, safeguarding and security policies.
- Establish excellent methods of communication and engagement with parents.
- Develop an understanding of the needs of Egyptian parents and their perspective of a highly positioned school.

RESPONSIBILITIES

Leading People

- Recruit, develop and retain an outstanding leadership team and ensure they are well motivated and equipped to deliver the school's strategic vision.
- Promote a culture of high expectations underpinned by continual personal and professional development.
- Promote effective communication, cooperation, and constructive relationships within all staff teams.
- Develop and implement effective systems for quality assurance, including robust performance management for all staff.
- Oversee the recruitment of all academic staff, seeking to appoint teaching staff who will contribute to high standards of teaching and learning, as well as to wider co-curricular and community activities.
- Promote a culture of, and demonstrate a commitment to, equality, diversity and inclusion.

Organisational leadership and management

- Work with the school's owners and board, and with Kent College Canterbury, to ensure that the school maintains a constructive relationship with relevant governmental authorities.
- Work with Kent College Canterbury and the International Director to shape the vision for the school and ensure that strategies and development planning are up-to-date, relevant, and in line with the school's stage of development.
- Keep under review and, when necessary, further develop management and organisational structures to enable the school to implement the agreed strategies and achieve the agreed objectives.
- Establish policies, systems and processes to enable the efficient and fully compliant running of the school.
- Prepare the school for all required inspections and to achieve international accreditations.
- Undertake an annual performance review conducted by Kent College Canterbury and the CEO.
- Work within the school's financial management, reporting and budgetary systems, and collaborate with the business manager to improve and develop these systems when required.
- Work with the business manager to generate effective development and spending plans and to ensure that expenditure is controlled in line with the budget.

PERSON SPECIFICATION

The Head may be an existing or aspiring school principal.

The successful candidate will be an academically strong graduate and a first-rate teacher and will enjoy an exemplary leadership record manifesting a truly collaborative style of leadership.

They will be able to inspire staff and pupils to achieve their best.

The successful candidate will possess the ability to engender trust, manage others effectively, delegate skilfully and empower all colleagues to show initiative and give their best.

He or she will be a broad-minded educationalist who is committed to Kent College West Cairo's vision of an education focused upon the needs of each individual, developing inquiring and knowledgeable people who understand how to lead happy and fulfilling lives as compassionate members of a global community, with the skills to play active roles in an inclusive and sustainable future.



QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES

The successful appointee will possess, and be able to demonstrate, the following:

Qualifications

- Academically well-qualified.
- Master's degree (desirable, but not essential).
- Strong track record of recent and relevant professional development.

Personal attributes and leadership style

- A strategic thinker, able to get the very best from staff and school governors.
- A highly visible leader with the charisma, energy and ambition to inspire and motivate, who is also transparent and open, engaging and fun.
- Strong personal drive, high levels of self-awareness, resilience, humility, curiosity and flexibility.
- A global perspective and deep commitment to internationalism and to celebrating the value of diversity and difference.

Experience

- A record of success as a school leader within the British educational system in the UK or internationally.
- Experience of a 'through school' is desirable. A belief in the significant benefits that 'through schools' bring to pupils and parents, by offering an education provision for early years through to sixth form, is essential.
- Experience of leading school growth and development underpinned by strong strategic thinking and effective development planning, policy-making and oversight of processes.
- Experience of, and demonstrable enthusiasm for, a truly holistic approach to education that aligns to Kent College Canterbury's pursuit of high educational standards in all academic, cultural and sporting activities, stimulating excitement in learning and requiring discipline in study whatever the ability of the child.
- Commercial experience and/or a strong understanding of commercial imperatives.
- A clear vision for a world-class, globally-focused education that blends British and Egyptian traditions.

RENUMERATION PACKAGE

The role of Head of Kent College West Cairo will offer a competitive salary reflecting the importance of the post.

Additional benefits will include high quality accommodation, car with driver, medical insurance, free education for two children, two annual flights to the UK.

HOW TO APPLY

To apply for this role, complete the online form on the vacancy page at www.anthonymillard.co.uk and upload a CV and letter of application addressed to Mr Mark Turnbull, which addresses the competencies in the job description and person specification.

Names, addresses, email addresses and telephone numbers of three referees (including current and past direct line managers) are required, but will only be taken up with each candidate's consent.

Please note that applications will be considered on receipt and early applications are advised.

Long list interviews will take place in November.

Short list interviews will be face to face in Canterbury, UK.

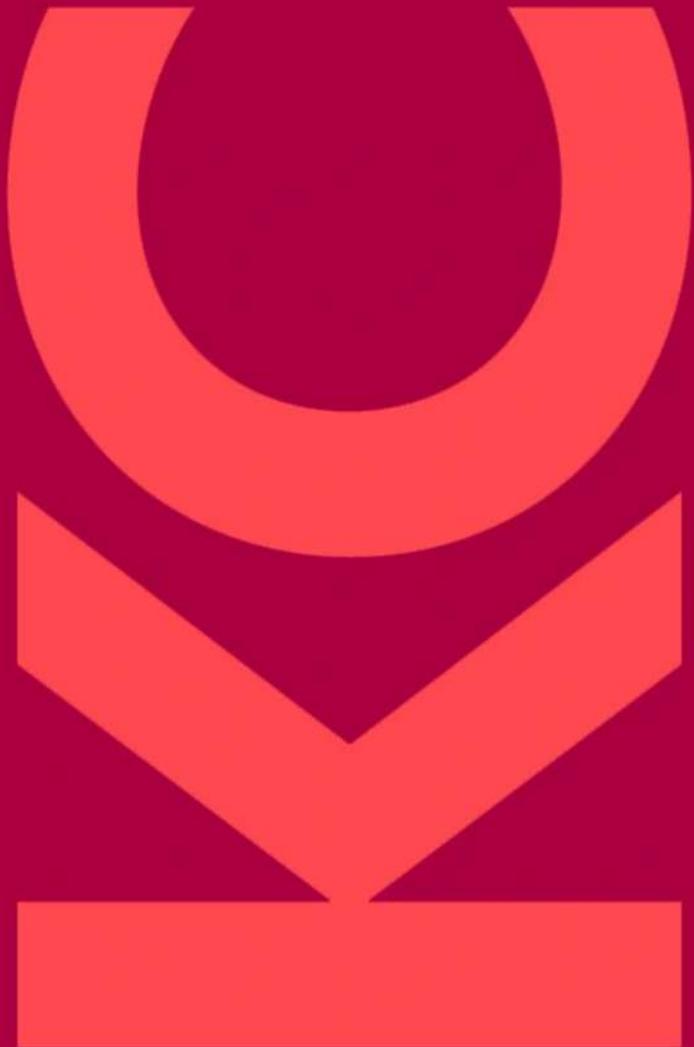
Following this, final candidates will be invited to visit Kent College West Cairo before taking up their post.

For an initial discussion about the role, please contact AMC Consultant, Wendy Ellis: wendy@anthonymillard.co.uk

Kent College are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS check is required for all successful applications.



KENT COLLEGE WEST CAIRO



Thank you for your
interest. We look
forward to hearing
from you.



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Anthony Millard
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