

North Gate British School (NGBS) – Ajman, United Arab Emirates (UAE)

Founding Head of Secondary School for August 2025

Salary: Competitive Salary

Job type: Full Time, Permanent

Start date: TBC August 2025

Apply by: 11 February 2025

Job overview - NGBS

North Gate British School (NGBS) is seeking an experienced and dynamic Founding Head of Secondary to provide professional leadership and management across Key Stage 3 (KS3) for the new academic year (2025-26). As a Founding Head of Secondary, establishing KS3 is a critical foundation for the success of the entire secondary school. Strong leadership ensures that KS3 is well-structured, engaging, and academically rigorous, setting students up for success in IGCSE (KS4) and A-Levels (KS5).

The successful candidate must be able to demonstrate visionary leadership, and the ability to communicate effectively, ensuring high standards of education, student well-being, and staff development. As Head of Secondary, you will provide strategic direction, academic leadership, and operational oversight to ensure a high-quality education for students. You will work closely with the Principal, school leadership, staff, students, and parents to cultivate a thriving learning environment.

Why Join North Gate British School?

NGBS is more than just a school—it's a visionary institution committed to academic excellence, innovation, and holistic student development. We provide an exceptional learning environment where students and educators thrive, explore, and excel.

Visionary & Future-Ready School

At NGBS, we are shaping the leaders, thinkers, and innovators of tomorrow. Our forward-thinking approach blends rigorous academics with creativity, critical thinking, and real-world skills, ensuring students are well-prepared for the future.

Sustainable & Cutting-Edge Learning Environment

We are committed to sustainability and innovation, providing students with an inspiring and eco-friendly campus that fosters a love for learning.

Key Facilities Include:

- Immersive Room – A cutting-edge space for interactive, multi-sensory learning experiences
- Specialist Rooms – Dedicated labs and studios designed to spark curiosity and innovation
- Culinary Lab – Hands-on cooking and nutrition education.
- STEM Lab – A hub for Science, Technology, Engineering, Arts, and Mathematics projects.
- AI Robotics Lab – Exploring Artificial Intelligence, coding, and future technologies.

- Dance Studio – A space for creative expression and performance arts.
- Olympic-Size Swimming Pool – Promoting physical fitness and competitive sports.
- State-of-the-Art Auditorium – A venue for performances, conferences, and school events.

Holistic & Immersive Learning Experience

- Innovative Teaching Approaches: We integrate project-based, experiential, and immersive learning methods.
- World-Class Extra-curricular Programs: From sports and performing arts to STEM competitions and leadership programs.
- Student-Centered Education: A focus on personalized learning, well-being, and leadership development.

A Community of Excellence

- Expert Educators: A highly qualified, passionate team dedicated to student success and continuous professional growth.
- Global Perspective: A diverse, inclusive environment that fosters international-mindedness and cultural appreciation.
- Strong Parent-School Partnership: Open communication and collaboration between families and educators.

Our Curriculum

We will offer the English curriculum from FS 1 to Year 9 from August 2025. The UK curriculum at North Gate British School (NGBS) is unique because it offers a comprehensive, balanced approach to education that combines academic excellence with a strong focus on personal development. NGBS adapts the UK curriculum to foster critical thinking, creativity, and independence, while ensuring that students from diverse backgrounds are supported in their learning journey. The curriculum is tailored to meet the needs of both local and international students, with a focus on developing well-rounded individuals who are prepared for the challenges of the modern world. Additionally, NGBS integrates modern teaching methods, technology, and a nurturing environment to create a positive and engaging learning experience.

Join Us & Be Part of Something Extraordinary!

NGBS is not just a place to learn—it's a place to dream, innovate, and achieve. Whether you're a student, teacher, or parent, joining NGBS means becoming part of a dynamic, future-focused community that is shaping the leaders of tomorrow.

Be part of a school that inspires!
Be part of a school that innovates!
Be part of NGBS!

Job Purpose:

The Head of Secondary plays a pivotal leadership role in shaping the vision, academic standards, and culture of the secondary school. This role is responsible for ensuring the successful implementation of the British curriculum (KS3, KS4, and KS5) while fostering high academic achievement, student well-being, and staff development.

As a strategic leader, the Head of Secondary establishes and drives the vision for secondary education, ensuring excellence in teaching and learning. You must be able to develop and implement a robust curriculum that prepares students for IGCSEs, A-Levels, and future success. In addition, you will lead and mentor a team of educators, fostering a culture of professional growth, collaboration, and innovation.

Beyond academics, the Head of Secondary promotes student development by ensuring a balance between academic rigor, personal growth, and extra-curricular engagement. You will play a crucial role in strengthening relationships with parents, students, and the wider community to build a strong, inclusive school culture. Additionally, you will oversee the operational efficiency of the secondary school, ensuring smooth administration while aligning with school policies and accreditation standards.

This role requires a visionary leader who is dedicated to shaping the future of education and inspiring both students and staff to excel.

Gary Williams (Founding Principal)

Head of Secondary – Key Responsibilities

The Role in School Development

As the Founding Head of Secondary, this role involves shaping the secondary phase from the ground up. The Head of Secondary will establish a strong academic culture, ensuring that the staff utilize our cutting-edge learning spaces such as our STEM, AI Robotics, Makerspace labs, and immersive rooms to name a few. Your leadership will lay the foundation for long-term student success, school reputation, and continuous growth.

1. Leadership & Strategic Direction

The Head of Secondary provides visionary leadership to establish and drive the school's educational goals. You will develop and implement strategies to enhance teaching, learning, and student outcomes while aligning with the school's mission and values.

2. Academic Excellence & Curriculum Management

Ensuring high standards in curriculum delivery, the Head of Secondary will initially oversee Key Stages 3, leading onto KS4 and 5. Ensuring alignment with IGCSE and A-Level programs. You will monitor student progress, implement assessment policies, and introduce innovative teaching methodologies to enhance learning experiences.

3. Staff Recruitment, Development & Performance Management

Leading a team of dedicated educators, the Head of Secondary is responsible for recruiting, mentoring, and providing professional development opportunities. You will conduct staff evaluations, foster a culture of collaboration, and ensure high teaching standards.

4. Student Achievement, Well-being & Behavior Management

A core aspect of the role is ensuring student success by promoting a balanced approach to academics, well-being, and extra-curricular involvement. The Head of Secondary implements effective behaviour management strategies, student support programs, and leadership initiatives to create a thriving learning environment.

5. Parental & Community Engagement

Building strong relationships with parents, and the wider community is essential. The Head of Secondary facilitates open communication, organizes parent engagement activities, and strengthens partnerships to support student learning and school development.

6. Operational & Administrative Oversight

- Managing the daily operations of the secondary school, the Head of Secondary oversees timetables, policies, budgets, and compliance with accreditation and safety regulations. They ensure the smooth functioning of all academic and extra-curricular activities. Role model and promote exceptionally high academic standards while committing to the UAE National Agenda targets.

7. Innovation & Continuous Improvement

The Head of Secondary drives school improvement initiatives by integrating technology, modern teaching strategies, and future-focused programs such as STEM, AI, and immersive learning experiences. You will stay updated with educational trends to ensure the school remains a leader in secondary education.

Essential - Qualifications and Experience:

- Secondary recognised degrees (B.Ed Hons/BA Arts) – Secondary Education/Subject Specific - vital and essential
- Qualified Teacher Status (QTS) and/or/GTP status awarded – vital and essential
- Previous MoE approval documents including (KHDA/SPEA/ADEK) preferred but not essential
- MA/NPQH in Leadership & Management – preferred but not essential*
- Strong understanding of the UAE context including the UAE Inspection Framework preferred
- Experience of regular UAE inspection's process preferred
- Excellent communication and interpersonal skills - vital and essential
- A commitment to improving student achievement and teacher performance - vital and essential
- Ability to work positively and collaboratively with the Principal, SLT members, staff, students, parents, and external stakeholders – vital and essential
- Minimum of 10 years combined senior/middle leadership experience preferred within the UK/UAE education system – vital and essential
- Founding secondary school experience preferred but not essential
- Experience of teaching GCSE and A Level – vital and essential
- Ability to coach inspirational lessons and a track record of delivering outstanding results – vital and essential
- A commitment to the well-being and pastoral care of all students within their care – vital and essential
- Innovative, creative and positive mindset – vital and essential

This position attract an excellent remuneration package including:

- Competitive tax-free salary in line with the current market, accommodation/allowance, free schooling for 1 child, private medical insurance, annual airfare to country of residence and end of service gratuity.

Applicant Process:

- Candidates are to apply directly through the TES portal.
- Complete the application form.
- Submit a CV of no more than 2 pages.
- Complete an application letter of 2 sides (A4) stating why we should consider you for the role.
- Scanned copies of degree certificates and teaching qualifications would be also gratefully received.

- Please note that the school reserves the right to begin the recruitment process prior to the closing date. Therefore, candidates are recommended to submit their application as soon as possible.
- Interviews will be conducted at the school in person where possible or via Zoom.
- Closing date for applications is Wednesday 12th February 2025.
- Only shortlisted candidates will be contacted for an interview, and we reserve the right to appoint a suitable candidate before the final submission date.
- ****Please Note:** The school takes safeguarding children very seriously and any offer of employment is subject to rigorous checks, including but not limited to;
- A verified passport copy
- Three satisfactory references
- Attestation of qualification certificates
- DBS/Police checks
- We are fully committed to safeguarding and promoting the welfare of all students and hold ourselves to a high standard of effective recruiting practices with specific attention to child protection.
- Start date for this position will be August 2025 or sooner if possible for the right candidate appointed by negotiation.

Safeguarding

At NGBS we are committed to providing a world-class, safe, happy environment in which children and young people are able to thrive and learn. We are committed to safeguarding and promoting the welfare of all our students irrespective of race, ability, religion, gender or culture.

The safeguarding recruitment process for teaching staff in the UAE is rigorous and focuses on ensuring the safety and well-being of students. Here's an overview of the typical steps involved:

- **Criminal Background Check:** A police clearance or criminal record check from the candidate's home country or from the UAE is mandatory to ensure there are no criminal offenses related to child safety.
- **Reference Checks:** Previous employers, especially those in educational settings, are contacted for references, including confirmation of employment history, performance, and professional conduct.

North Gate British School

North Gate British School is located in Hamidiya, Ajman, United Arab Emirates. The school's address is Hamidiya, Ajman, UAE. (northgatebritishschool.com)

For inquiries, you can contact the school at:

- **Phone:** +971 543 22 66 99
- **Email:** info@northgatebritishschool.com

About Habitat Group of Schools

Habitat group of schools was established in 2002 in Ajman, UAE, by Mr. Shamsu Zaman (Managing Director). Our beloved MD is committed to his vision for making quality education affordable in the UAE for expatriate students. Our schools have pioneered the inclusion of farming and coding into the curriculum, providing students with practical skills alongside academic knowledge. Our commitment to sustainability is evident through our recognition with the Sharjah Sustainability Award under the 'Green School' category, reflecting our dedication to environmental education.

Our campuses are equipped with modern facilities, including digital classrooms, science labs, computer labs, activity rooms, libraries, and sports amenities such as swimming pools and synthetic tracks. These facilities ensure a well-rounded learning environment for students. Embracing the cosmopolitan nature of the UAE, Habitat Schools foster cultural diversity by promoting interpersonal learning among students from various nationalities, helping them appreciate different cultures and perspectives.

Parents have expressed satisfaction with our school's unique educational approach, eco-friendly atmosphere, and affordable fee structure, noting significant improvements in both academic and non-academic performance. Overall, our schools stand out for our innovative curriculum, eco-conscious initiatives, comprehensive facilities, and dedication to cultural diversity, making us an attractive choice for parents seeking a holistic education for their children.