



BRIGHTON COLLEGE

AL AIN

Deputy Head – Development & Operations (Whole College)

APPLICATION DEADLINE: 31st October 2023

START DATE: April 2024



Working for a Brighton College school

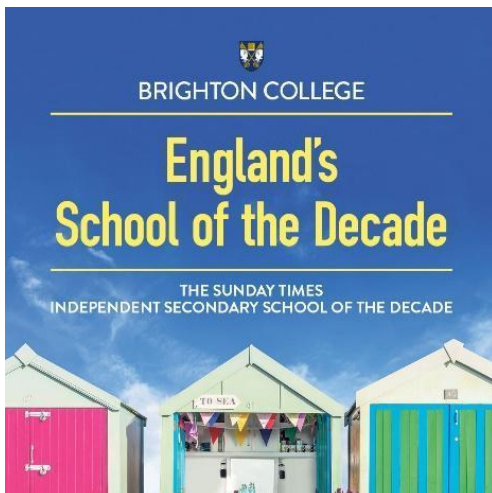
Brighton College schools are fantastic places to work. Brighton College is the leading co-educational school in the UK and was named 'UK School of the Decade' by *The Sunday Times* in November 2020.



The Brighton College Family of Schools includes our three Prep Schools in the UK and five current international campuses, with our sixth site opening in Hanoi, Vietnam, in August 2023. In total, over 6,700 pupils are educated in Brighton College schools around the world. Working at a Brighton College school means having a base in one of seven exciting cosmopolitan cities - Brighton, Bangkok, Al Ain, Dubai, Abu Dhabi, Singapore and Hanoi.

This international network provides teachers and school leaders with the potential to make fruitful connections and brings a range of opportunities for career progression and promotion. In addition, staff at Brighton schools frequently share best practice and benefit from CPD across the whole group.

Most importantly, Brighton College schools are happy places. Staff and pupils feel fulfilled, and our emphasis on kindness fosters a thriving intellectual, sporting and performing arts culture. We hope you will enjoy this opportunity to join a fantastic group of professionals working across our family of schools.



Our approach to education is regularly celebrated. In addition to being named 'UK School of the Decade' by *The Sunday Times*, we've also been named 'School of the Year' twice by the same publication; *The Week* named us 'Most forward-thinking school' in 2017 and 2019, 'Best in the UK for STEM' in 2020, 'Best for Community Outreach' in 2021, and 'Best for a Global Outlook in Education' in 2022. Spears Education Index ranked Brighton College and Brighton College Abu Dhabi as **two of the top 100 schools internationally** in both 2021 and 2022, whilst Brighton College Bangkok won the **International Schools Award 2022 for Diversity, Inclusivity and Justice**.

6 reasons to live in Al Ain



Nicknamed '**the Garden City**' because of its stunning green landscapes and abundance of parks, leafy boulevards and springs, Al Ain is the fourth largest city in the UAE, located less than 90 minutes away from both Abu Dhabi and Dubai.

There are a million reasons to live in the UAE. Here are just a few that make Al Ain so unique...

TAX-FREE INCOME AND LOWER COST OF LIVING - The cost of living in Al Ain is lower than that of the larger cities in the region, offering staff College-provided accommodation and the opportunity to save while enjoying everything the city has to offer. Tax-free salaries, available for all inhabitants of the United Arab Emirates, makes it one of the best locations to build one's future. An attractive prospect for expats and a compelling reason to relocate! Just a few years ago, fuel was cheaper than bottled water in the oil-rich UAE. While this may no longer be the case, it is still considerably less expensive than elsewhere in the world.

SAFETY- United Arab Emirates is a leader in world-rankings for lowest crime rate in cities. Al Ain's safe and calm environment is a renowned feature, providing a haven for family life, the young, elderly, women and children.

ALL YEAR SUN - Bid farewell to the rain and grey – Al Ain is sunny all year round. The city's average temperature hardly drops, and while the summer months are characterised by indoor and air-conditioned terrain such as malls and leisure centres or relaxing pool days, from September to May the comfortable, breezy weather allows for all manner of outdoor pursuits, from mountain biking to dune-bashing, to exploring markets and souks.



TRAVEL - With Dubai and Abu Dhabi international airports within a 90 minute drive away, Al Ain is the perfect 'hub' for travel, offering inexpensive and accessible adventures to much of Asia, Europe and Africa. Its favourable geographical location makes the city one of the best places in the world for tourism.

AL AIN'S LIFESTYLE- The standard of life is high in Al Ain, services are efficient, and convenience is a strong feature of the day-to-day. Over the past several years, Al Ain has attracted an increasing number of expats residents who enjoy everything that this desert city has to offer. Living in Al Ain allows one to experience the true UAE, where both contemporary business and traditional culture thrive alongside each other.

NEVER A DULL MOMENT - Al Ain has a plethora of tourist attractions offering a range of experiences and opportunities. Whether it is strolling around Al Ain Zoo, hiking up Jebel Hafeet Mountain, or exploring the beauty of Al Ain Oasis, there is something for everyone to enjoy. Expat social life revolves around clubs and hotels. It's a great way to unwind after a busy day at school and find like-minded friends to enjoy weekends. There are a number of luxury hotels, swimming pools, and venues for dining, music, and entertainment located throughout the city. The Al Ain Equestrian, Shooting, and Golf Club features incredibly high-quality amenities and provides rugby, shooting, horse riding and an 18-hole golf course with a 9-hole academy course. There are plenty of family-friendly activities available at the club, including an outdoor pool, a gym, a beauty salon, tennis, soccer, basketball, and a climbing wall. An added benefit for teachers is the new 2.5 day weekend, with all Al Ain schools closing at 12 noon on Fridays. With Dubai and Abu Dhabi on the doorstep, there's plenty of time to be spent exploring everything these magnificent cities have to offer including world-famous architecture and beautiful sandy beaches.



Deputy Head – Development & Operations (Whole College)

JOB DESCRIPTION OVERVIEW

The Deputy Head Development & Operations will have day to day responsibility for co-curricular and major operational areas of the Whole College. S/he should be an adaptable and innovative leader, a good motivator, communicator and administrator, and should manage key aspects of an expanding and high-profile British international school. This role would be ideal preparation for individuals seeking Headship within the next few years, most probably a serving Deputy Head or ambitious Assistant Head.

Reporting to: Head Master

PERSON SPECIFICATION

Brighton College is a dynamic and exciting school with enthusiastic and passionate teachers. This unique opportunity plays a vital role in supporting an exceptional and hard-working team with the united goal of ensuring that every child reaches their potential, both academically and socially, by pushing boundaries and broadening horizons.

Leaders at the College show a desire to collaborate, inspire and develop all areas of the school. They demonstrate the highest standards in terms of behaviours and role modelling, leadership, organisational and pedagogical skills with a willingness to contribute to the rich extra-curricular life of this busy school.

Essential personal skills for this position:

- The successful candidate for this challenging and rewarding position will have at least five years' experience of middle or senior leadership.
- Essential qualities will include the ability to work collaboratively and to present to parents, pupils and colleagues a warm, engaging, supportive and approachable personality.
- To think strategically as a member of the College Leadership Team, bearing in mind the complete picture, culturally, academically and financially.

All our staff at Brighton College Al Ain are expected to be:

- Enthusiastic and passionate about education.
- Knowledgeable with a sound understanding of UK and UAE best practice.
- Able to work successfully under pressure with excellent organisational skills.
- Able to take responsibility and be accountable for all aspects of their position.
- Creative and innovative across and beyond the curriculum.
- Positive and proactive participation to CPD and the College's PDR and appraisal processes.
- A competent communicator both orally and in writing.
- A confident and competent user of IT in the classroom and for administrative purposes.
- Able to present a professional image in line with the high expectations of Brighton College.
- Flexible and adaptable to the varied demands of working in a premier school.
- Proactive in all aspects of College life through participation and support.
- Reliable and respectful at all times.

RESPONSIBILITIES

Quality Assurance, Self-Evaluation & Development Planning

- To take a leading role in whole College self-evaluation, development planning, CPD, ADEK liaison and all associated documentation.
- Along with the College Leadership Team, to ensure rigorous procedures for the quality assurance of all aspects of College operation.
- Along with the College Leadership Team, to support a consultative procedure to allow all members of the College the opportunity of taking part in strategic planning and evaluation.
- Along with the College Leadership Team, to lead the Whole College career and professional development strategy, ensuring it meets the needs of all phases of the College and is fully informed by the School Evaluation Form and College Improvement Plans.
- To actively participate in the appraisal system and to appraise staff as directed.

Inspection and Compliance

- To ensure accreditation and compliance with the relevant accreditation and inspection bodies e.g. COBIS, BSME, BSO, ADEK, ISI.
- To liaise with Abu Dhabi Department of Education and Knowledge (ADEK) to lead the approval process for all external visitors, initiatives, trips and events.
- To oversee an annual update of all policies and documentation in relation to College operations, trips and all co-curricular activities to ensure that international best practice and legislation is followed and that all teachers are familiar with and comply with the policies.
- Responsibility for the College Calendar and College events.
- To oversee all trips, including all associated approvals and risk assessments.
- To lead the induction process of new teaching staff by introducing key procedures, policies and Co-Curricular practices as necessary.
- To lead and manage an effective process for handling all parental and staff complaints and grievances.
- To deputise for the Head Master where necessary.

Co-curricular

- To lead the CCA programme and develop a Brighton College co-curricular enrichment programme to lead the market.
- To drive excellent standards across the College through creative initiatives and collaborative projects ensuring a broad, enriching and high achieving co-curriculum.
- To line manage the Director of Sport and Performing Arts.
- To oversee arrangements for all major extra-curricular events, including National celebrations, and government initiatives.
- To oversee Award entries and applications.
- To chair the co-curricular committee, which comprises the Heads of the major co-curricular areas: sports, music, drama, IA Award, art, clubs and societies, to determine and coordinate schedules and policy, minimising conflict of activity.

- To lead the CCA programme (in conjunction with CCA leads in JS and SS) with executive responsibility for staffing, resourcing and scheduling.
- To act as the Educational Visits Coordinator (EVC) for the College, with responsibility for all residential visits and day trips including: coordination, staffing and overseeing risk assessment.
- To co-ordinate and oversee all major College Events.
- To further develop a calendar of external activities which, subject to approval, will potentially provide revenue (including weekends).
- To oversee, in consultation with the Heads of School, the professional development of staff in relation to co-curricular skills and qualifications.

Teaching & Learning

- To fulfil set teaching obligations. Teaching allocation will be in line with the scale of this role and agreed with the Head Master.
- To be an exemplary classroom teacher able to offer support and guidance to staff and to promote high standards of educational achievement.
- To be aware of and comply with all the College policies including those for marking and assessment, teaching and learning and reporting.
- To assist with covering colleagues as required.
- To actively promote the social, moral and cultural ethos of the College community.
- In general, to carry out any reasonable professional request made by the Head Master.

QUALIFICATIONS AND EXPERIENCE

- A good UK Honours Degree (or equivalent)
- A certified teaching qualification.
- A distinguished record of teaching.
- A strong record of professional development.
- A strong understanding of all aspects of UK curriculum and assessment.
- At least five years of experience of middle or senior leadership.

REMUNERATION

- An attractive tax free salary
- College provided accommodation
- School fee remission (maximum 2 children)
- Private medical insurance for the post holder and his/her dependents
- Expat Allowance

(all of the above in line with specific school policies)

HOW TO APPLY

All applications must consist of the following completed documents:

1. Letter of application (maximum one and a half sides) addressed to Mr Oliver Bromley Hall, Head Master of Brighton College Al Ain. Please state clearly in your letter your leadership and teaching experience, together with details of your co-curricular strengths and contributions. This should be attached to your electronic application.
2. CV (maximum two sides) naming two referees, one of whom must be your current or most recent employer. This should be attached to your electronic application.

Please note:

Incomplete applications will not be considered and Brighton College Al Ain reserves the right to make an appointment at any stage of the recruitment process.

Due to the expected high levels of interest in positions at the School applications will be acknowledged on receipt, however only candidates selected for interview will be contacted within 21 days of the closing date for applications.

CLOSING DATE AND INTERVIEWS

Deadline for Applications will be on 31st October 2023

Short list interviews are likely to take place the following week, but we may contact candidates sooner for interview and appoint ahead of the closing date should we identify the right candidate, so an early application is recommended.

Brighton College Al Ain is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Please note that should your application be successful, a police check will be undertaken in the country of origin; in the UK, a disclosure will be requested from the UK's Disclosure and Barring Service.



Please [click here](#) to view our website