CRANLEIGH
ABU DHABI

SENIOR SCHOOL TEACHER

BIOLOGY

AUGUST 2020

WINNER
International school of the Year
tes independent school awards 2019



PRINCIPAL'S WELCOME

I am delighted to introduce you not just to Cranleigh Abu Dhabi but to a whole new world of opportunity in terms of an outstanding British education in a truly international setting.

At Cranleigh Abu Dhabi, our cultural diversity forces a deep appreciation of the fast pace of change that characterises our world. We know the importance of teaching children the necessary skills which will enable them to engage actively within our multi-cultural society.

Our vision for Cranleigh Abu Dhabi is ambitious and proudly so. What we are offering is an inclusive and well-rounded programme that will lay the most robust foundations on which children will build the rest of their lives.

Backed by a talented team of staff and a custom-built school, we offer an exceptional learning and teaching environment. We encourage the development of children's self-esteem, their confidence in themselves and their own abilities, and the independence that will enable them to unfold their imaginations and learn from successes and mistakes alike.

As we mature, we know the importance of reflecting, reviewing and looking for ways to improve. It is these attributes of reflection and continuous improvement that we look for and encourage in our staff. It is an exciting time to be joining us, and I look forward to meeting you.

Best wishes,
Michael Wilson



EX CULTU ROBUR
From Culture Comes Strength

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AN INTRODUCTION TO CRANLEIGH ABU DHABI

About Cranleigh

Cranleigh Abu Dhabi seeks to provide a truly transforming experience in which intellectual, artistic, sporting, spiritual and social development is at the heart.

Based on the community and family-oriented ethos of Cranleigh School, one of England's leading independent schools founded in 1865, Cranleigh Abu Dhabi was opened on Saadiyat Island in September 2014.

Now in our sixth year with a pupil population of over 1,400 spanning Nursery to Year 13, we are seeing the benefits of our focus on the whole child with a 22% increase in the top GCSE grades 7-9 compared to the previous year. 73% of our GCSE grades this year were grade 7-9, the top result in Abu Dhabi. Two pupils gained top iGCSE results in the world in Arabic and Italian. This comes on the back of the prestigious accolade of International School of the Year in the Tes Independent Schools Awards 2019. We were also awarded the UAE's Schools Compared, Best School for Drama and Creative Arts and the Red Crescent Charity, School of the Year.

Education Philosophy

Through our supportive family atmosphere, we aim to produce grounded young men and women capable of tackling life's challenges with confidence, determination and courage. Our educational philosophy centres on a desire to bring out the unique talents of each child, recognising and nurturing the innate ability in every individual.

Teaching and Learning

Teaching and learning at Cranleigh Abu Dhabi is innovative. The academic team is expected to be energetic and engaging, able to introduce fresh creative ideas into every lesson.

Sixth Form Programme

Our focus on innovation is clearly evidenced in our Sixth Form Programme. Sixth Formers at Cranleigh Abu Dhabi are taught using both traditional and Harkness style methods and study the Extended Project Qualification alongside A Levels. Creative opportunities for leadership development, career planning and work experience ensure students gain the insight, confidence and skills required to support their university applications, and ultimately their future lives in the workplace.

Location

Cranleigh Abu Dhabi sits at the entrance to Saadiyat's emerging Cultural District in keeping with the school's motto, 'Ex Cultu Robur' – 'From Culture Comes Strength'. Built over seven hectares, we have a beautiful, bespoke campus situated within minutes of New York University Abu Dhabi and the magnificent Saadiyat Beach, as well as the extraordinary Louvre Abu Dhabi. In addition to the broad academic curriculum, our daily routine offers a wealth of opportunities that allow pupils to explore their full range of talents in fine arts, performing arts, music, sport and other activities such as gymnastics, golf, horse riding and debating to name but a few. Check out our website and facebook page to get an even better idea of day-today life at Cranleigh Abu Dhabi.

We are looking for first class teachers to join our vibrant team and work with us in our pursuit of excellence. Attractive packages will reflect the professionalism of our staff and the value we place on them.

School Facts:

Number of students: Approx. 1,400

Nationality of students: Over 71 nationalities

Number of teachers: Approx. 150

Nationality of teachers:

Mainly British but also Irish, South African, Jordanian, French, Spanish, Canadian, Kenyan. All with extensive experience with the British curriculum in British schools

Curriculum: British curriculum

Grades: Cranleigh Nursery – Year 13 (Pre-Prep, Prep and Senior School)

Co-Curricular Activities:

Cranleigh Abu Dhabi offers a wide array of Co-Curricular Activities, approximately 350 last academic year. These range from a large variety of sports, performing arts, visual arts, coding and robotics, baking, language clubs, chess club, Arabic calligraphy to name a few

Languages: Arabic, French, Spanish and Latin





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Person Specifications (minimum):

- Bachelor's Degree in the related subject with a PGCE OR a Bachelors in Education AND a minimum of two years teaching experience
- Experience of teaching the UK National Curriculum school preferably in an independent school but not essential
- Proven track record of excellence in an education setting
- Be able to provide a relevant and up to date police check.

The Vacancy

We are seeking to appoint an additional member of staff to join an already thriving Biology department. The successful candidate will be able to teach GCSE and A-Level Biology. It is desirable that the applicant is able to teach A-Level Psychology.

This is an exciting opportunity for a forward thinking, experienced, energetic and passionate teacher who can contribute to our extensive co-curricular programme.

The closing date for applications will be Thursday, 30th January 2020. Interviews will commence the week of 2nd February 2020.









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Job Description

This job description is a fluid document, and the list of responsibilities should not necessarily be seen as absolute. The post holder may be expected to carry out additional tasks that are reasonably deemed appropriate and, in a new and growing school, the job is likely to evolve. A full and proper job description will be provided along with a contract offer.

Overview

Teachers at Cranleigh are expected to have sympathy with the overall vision and ethos of the school. They should display a real commitment to the academic, personal and social development of children. They require the ability to relate well to, and communicate effectively with, parents, staff and pupils.

Teachers are expected to contribute in general to the high academic standards and disciplinary ethos of the school, and to follow its policies. They should seek to make a real contribution to their academic department.
At Cranleigh, a commitment to our wider co-curricular programme is a requirement, and most teachers will also be tutors. In some case, alternative responsibilities will take the place of tutoring.

The minimum commitments required weekly are:

- 18 hours of lessons
- 2 hours games and/or activity involvement (1 hour of that is expected to be a Co-Curricular Activity or commitment such as sports away fixtures)
- 6.5 hours of tutor time (30 minutes each morning and 1 hour on four afternoons)
- Participate in duties at break times and/or after school
- Cover - rarely in excess of 1 or 2 hours per week
- Occasional extras such as parents' evenings or pupil social events

There may well be other permutations of the above, but hours should be similar. Of course, precise parity is impossible, and some flexibility is expected.

Further Details

Teaching

- To teach according to departmental schemes of work.
- To ensure that lessons are well prepared, efficiently resourced and appropriate to the ability level of the pupils.
- To maintain good discipline at all times in accordance with school rules, and to use the school's sanctions system appropriately.
- To assess pupils in accordance with School / Department policy.
- To mark work in accordance with School / Department policy.
- To be aware of cultural sensitivities.
- To develop (and share) teaching resources.
- To assist the HoD in areas such as preparing internal exams and schemes of work.
- To complete grading and reports as required in a timely manner.
- To liaise with colleagues on all matters of common concern regarding pupils and the curriculum.
- To cover lessons as required.

Co-curricular Commitments

- To be prepared to help with games and/or activities for a minimum of 2 hours per week (with at least 1 hour being a Co-Curricular Activity or accompanying an away team).
- To show an interest in the wider life of the school by attending occasional fixtures, plays or concerts, for example.

Tutoring (or an agreed alternative)

- In addition to the above, most staff will be expected to be a tutor to a group of up to 18 children. This will involve a contact time of 6.5 hours per week, and occasionally extra time to write reports on tutees. See tutor's job description in the appendix.
- Some staff will not tutor, but will be required to make up an additional load similar to that of a tutor. Examples are:
  - Monitor academic and pastoral notes and follow these up with tutees in an effective fashion, escalating up the chain as required.
  - Communicate with parents over academic or pastoral issues as required.



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Staff Benefits

'Competitive terms of employment and excellent working conditions'

Salary

Cranleigh Abu Dhabi has its own generous tax free salary scale. Salaries are dependent on relevant qualifications and experience for the post. The Board of Governors review salary scales annually in to ensure that they remain competitive. Staff will contribute fully to the co-curricular and pastoral life of the School and this is reflected in the salary offered. A strong commitment to the pastoral and house system is also anticipated.

Accommodation

Fully furnished and unfurnished accommodation is available for those on full international packages.

Relocation

New staff will be flown into the country at the expense of Cranleigh Abu Dhabi. New staff on full international contracts will also be provided with a settling-in allowance.

Medical Insurance

This insurance covers individuals and families (only applicable to those on married contracts).

Annual Air Fare

Flight allowance is given to individuals and dependents where applicable.

School Fees

100% payment of children's school fees up to 2.5 dependents.

Gratuity

Paid in accordance to UAE labour law.

School Lunch

Free school lunch during term time.

Wellbeing Programme

This includes free massages, social sport, talks and much much more.

Discounts

Discounted membership and rates at cultural attractions, F&B outlets, gyms, spas and other leisure facilities etc.





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Application Process

We invite interested candidates to apply as soon as possible on the **website**. We welcome applications from all parts of our community as we aspire to attract staff that matches the social and cultural diversity of our student intake. Please ensure your application includes an appropriate cover letter. Applications that are submitted with a generic or no cover letter will not be considered.

Pre-employment Checks

All appointments will be subject to two satisfactory references (which may be taken prior to interview and one must be your current school principal), Disclosure check by the Disclosure and Barring Service and medical fitness for the role and/or a local police check. Where applicable, overseas police checks and prohibition from teaching and management checks will also be completed. All checks must be completed before employment can commence at the School.

Safeguarding and Child Protection

As a result of the Asylum and Immigration Act 1996, employers now have to verify that new recruits who are not British Nationals are eligible to work in this country. Therefore, any applicant who is offered an interview will be asked to provide official documentation to verify their ID, address and right to work in the UAE. It is also normal practice for the School to ask for original qualifications to be presented at interview, as detailed on their application. Photocopies or certified copies will not be accepted.

Cranleigh Abu Dhabi is committed to safeguarding and promoting the welfare of children and young people, and expects all staff to share this commitment. An enhanced DBS check is required for all successful candidates.

Attestation

Upon successful recruitment for the post all qualifications will be required to be attested at the cost of the employee.



Application Timeline

Submit Application
Closing date status reflected on recruitment portal

Within 1 week — **Applications shortlisted**
If you haven't heard back from us within this timeframe then sadly you have not been selected

Within 2 weeks — **Invitation to interview**

- **Face-to-face**
  You will be asked to teach a lesson* OR
- **Skype**
  Sample lesson of 15-20 minutes in duration to be sent via video*
- **HR interview**
  For successful candidates only

Within 3 weeks** — **Job offered to successful candidates**



*Feedback on request.
**Timeline dependent on size of candidate field. Larger candidate fields will require a longer timeline.



P.O. Box 51072, Abu Dhabi, UAE
+971 2 497 0000 | **www.cranleigh.ae**