



MARLBOROUGH COLLEGE MALAYSIA

Director of AI for Education

Candidate Information

For August 2025

Employment Opportunities at MCM





Marlborough College Malaysia

There is something genuinely special about Marlborough College Malaysia. Those fortunate enough to work here all agree that our greatest joy, attribute, advert and reward are the pupils who form the College. They provide daily inspiration, a model of what wider society could be like and genuine optimism for the future.

We live and work in a safe and spacious 90-acre campus in southern Malaysia, reminiscent of the generous grounds and playing fields of Marlborough College in the UK enhanced by our own organic farm and boating lake. Guided by our principles of compassion, companionship and conversation, Marlborough College Malaysia gives its pupils the space, inspiration and courage to explore their own potential, the wonders of our world and their responsibilities to it and to each other.

The College is arranged as a Prep School (3-13) and a Senior School (14-18) and currently has 970 pupils, around 570 in the Prep and 160 in the Sixth Form. Pupils from the age of nine may choose to board and approximately a third of those who are eligible, do so, with almost half of the Senior School and most of the Sixth Form boarding. The Singapore Tatler has referred to the College as “the only school in Asia offering an authentic British boarding programme”.

The College is very well-resourced and enjoys an enviable reputation for its pupils’ achievements on a broad variety of fronts. It is one of the few schools in Asia to achieve membership of HMC, an association of the world’s leading independent schools, to have the Council of British International Schools’ coveted “Beacon” status and to have won international plaudits for innovation and excellence from the UK’s Boarding Schools’ Association. It was listed in The School’s Index (by Carfax Education) as one of the world’s 150 leading independent schools in 2024, for the fourth consecutive year, and one of the top 10 schools in South East Asia. It appears in the Spear’s Index of top 100 private schools in the world, and was awarded ‘International School of the Year’ by the Tes. Following a recent ISI inspection MCM has also achieved the prestigious BSO (British Schools Overseas) status.

Marlborough College Malaysia enjoys very close links with Marlborough College in the UK and remains one of the few (possibly the only) international school which is a wholly owned subsidiary of its founding educational institution and entirely not-for-profit. Unlike most international schools where profits are required to repay investors, instead all Marlborough College Malaysia surplus is committed to Marlborough’s charitable aim of providing the finest quality education and the school thrives as an example of the best that a British independent school education has to offer.

The Role

Reporting to: Second Master

The Master seeks to appoint an outstanding individual as Director of AI (Artificial Intelligence) for Education. The successful candidate will be a forward-thinking leader responsible for shaping and implementing the College's vision for artificial intelligence and technology-enhanced learning. They will develop a strategic plan for the ethical and impactful integration of AI, supporting personalised learning experiences and promoting technological fluency among staff and pupils.

This role will involve close collaboration with teaching and administrative teams to create a balanced AI implementation strategy that enhances the learning environment while respecting privacy and security. The Director will guide professional development, empowering teachers to leverage AI tools confidently and responsibly, ensuring all staff can contribute to and benefit from the College's integration of AI technologies.

The Director of AI for Education will stay abreast of AI trends in education, evaluate emerging tools, and ensure the College remains at the forefront of AI innovation.





Key Responsibilities

- Lead the development and implementation of a strategic AI plan aligned with the College's mission and educational goals.
- Promote ethical AI usage and establish guidelines that respect privacy, data protection, and pupil safety.
- Champion AI and digital innovation in the classroom to enable personalised, adaptive learning experiences for all pupils.
- Collaborate with teachers to incorporate AI tools that enhance curriculum delivery, assessment, and feedback mechanisms.
- Train and support teachers in adopting AI tools, fostering a positive and informed approach to technology integration.
- Develop and conduct workshops on AI, digital literacy, and technology ethics for both staff and pupils.
- Oversee the evaluation and selection of AI platforms, ensuring their educational and operational relevance and reliability.
- Collaborate with IT to ensure the infrastructure supports AI initiatives and adheres to cybersecurity standards.
- Lead the development of an "AI Learning Pathway", or similar, for pupils, including projects that encourage critical thinking, problem-solving, and responsible technology use.
- Facilitate partnerships with industry experts and educational technology providers to bring innovative tools and perspectives into the College.
- Maintain relationships with educational technology vendors and stay updated on AI developments in education.
- Engage parents and the wider College community in understanding the value and role of AI in their children's education through workshops, coffee mornings, newsletters and events.
- Present regular reports to SMT on AI initiatives' progress, challenges, and impact on the College community.
- Lead pupil workshops across the College, and be comfortable working directly with pupils of all ages.

The duties set out in this document are not intended to be exhaustive, and teachers may be required to carry out such other duties as the Master may reasonably require from time to time.

Essential Skills and Abilities

In order to meet the high standards expected of a leading professional in our College, the successful candidate will understand and believe in the aims and ethos of a non-franchised British independent education in general and in Marlborough College Malaysia in particular.

In addition, we are seeking to employ a person with the following qualities, experience, skills and abilities:

- A good honours degree
- An accredited teaching qualification
- Evidence of being an excellent teacher
- Strong understanding of AI principles, ethics, and their application in education
- Demonstrated experience with AI-driven educational tools and platforms
- Proven ability to lead strategic initiatives
- Excellent communication skills
- Ability to train, mentor, and support staff in adopting new technology
- Knowledge of cybersecurity best practices, especially as they apply to schools
- Strong organisational skills and attention to detail
- Ability to balance technological innovation with safeguarding and ethical considerations
- Demonstrated commitment to lifelong learning and professional development
- Passion for fostering a culture of exploration, curiosity, and ethical technology use in pupils
- Experience in curriculum design with a focus on digital or blended learning
- Experience in facilitating pupil-led digital projects or initiatives that foster digital literacy
- Knowledge of digital tools that support accessibility and inclusivity in learning

Desirable Criteria

- A higher degree or experience of educational or subject specific research
- A record of and commitment to continuing professional development
- An ability and willingness to contribute to the wider co-curricular life of the College
- An ability to teach a subject which aligns to the curricular demands of the College
- The ability to develop and maintain effective relationships with all members of the College community





Terms and Conditions

Marlborough College Malaysia offers a competitive salary and benefits package. Benefits include a housing allowance; a contribution towards household bills; comprehensive medical insurance; annual flight allowances for you and your dependents; an annual bonus in lieu of pension and school fees are not charged for two children and there is a 50% reduction in school fees for any other children.

Application Process

If you feel that you can meet these requirements, then please submit a letter of application along with the [application form](#) to the Master, **Simon Burbury** by 9.00 am (GMT) on **Monday, 25th November 2024**. A CV is not required, but may be submitted at the discretion of the applicant.

Applications should be sent to the address overleaf and the College may interview suitable applicants before the deadline. Final interviews will include a presentation by the candidate on a topic provided by the College in advance of the interview day.

- First round interviews will take place online in the week beginning 2nd December 2024.
- Final interviews for non-UK applicants will be held at Marlborough College Malaysia or online, as appropriate, in the week beginning 9th December 2024.
- Interviews for candidates based in the UK will take place between 15th-17th December 2024 at Marlborough College in the UK.

Applications should be addressed to the Master and sent to: recruitment@marlboroughcollege.my

Marlborough College Malaysia is committed to equality, diversity, safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All appointments with the School will be subject to references, medical report and an Enhanced Disclosure from the Disclosure and Barring Service or similar, all of which must be satisfactory to the College.

