



MARLBOROUGH COLLEGE MALAYSIA

HEAD OF SIXTH FORM

For August 2019

THE HISTORY OF MARLBOROUGH COLLEGE MALAYSIA



Marlborough College Malaysia is unique.

It continues the pioneering spirit of its mother School, Marlborough College in Wiltshire, by being a close, values-led and enormously successful and happy community. It was established in 2012 as a genuine extension of Marlborough College in the UK and not a franchise. It therefore shares values, philosophy and personnel with the UK and draws upon the very best traditions of one of the finest British boarding schools, while adding an exciting and real international dimension in our spectacular setting just eight miles from Singapore on the tip of the Iskandar peninsula.



Marlborough College Malaysia
Head of Sixth Form

THE COLLEGE



There is something genuinely special about Marlborough College in Malaysia. Those fortunate enough to work here all agree that our greatest joy, attribute, advert and reward are the girls and boys 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. Guided by our principles of compassion, companionship and conversation, Marlborough College Malaysia gives its boys and girls the space, inspiration and courage to explore their own potential, the wonders of our world and their responsibilities to it and to each other.

With our shared DNA and close links with Marlborough UK, we value and instil breadth of experience, intellectual rigour, creative joy and sporting excellence. Many of our children take the opportunity to develop independence and inter-reliance within the security and care of our outstanding boarding community.

Our motto is Deus Dat Incrementum – “God gives the increase” – a reminder that we achieve with pride, but humility. At Marlborough College Malaysia our young people learn that theirs is a duty to continue to make the world a better place; we give them the skills to lead that mission and the life-long support and friendship of our world-wide Old Marlburian network.

The College is arranged in a Prep School (3-13) and a Senior School (14-18) and it currently has 935 pupils, around 530 of whom are in the Prep and 140

of whom are 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.

While very British in ethos and with a Common Room largely drawn from some of the UK's leading schools, the College is also truly international, celebrating diversity and a global outlook with children representing over 45 nationalities. Around half of our pupils are from expatriate families.

While academic achievement lies at the heart of what we do, we believe that all of our children have something to offer and much to gain in addition to intellectual development, so we are driven by a desire to find areas where each of them can learn and grow beyond the classroom. Every week we offer an extensive range of co-curricular activities, which are all part of a rich, broad and balanced programme to develop not just the mind, but also confidence, empathy, leadership and a sense of altruism.

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 school in Asia to achieve membership of HMC, an association of the world's leading independent schools and it is the Boarding Schools' Association's Asian training hub.

Further details about the College may be found on its website at www.marlboroughcollege.my





MARLBOROUGH COLLEGE MALAYSIA



THE MAP

North



0 50 100
YARDS

2017

THE SENIOR SCHOOL

The Senior School caters for Year 9 to Year 13 (age 13 to 18). Academically, the UK National Curriculum is broadly followed to ensure an optimal combination of breadth and specialisation through the IGCSE curriculum (to Year 11); and the International Baccalaureate (to Year 13). Pupils pursue tailored programmes designed to stimulate, challenge and support them in discovering and developing their talents in a variety of areas. A wide range of academic extension and enrichment activities – whether through societies, lectures, theatre trips, museum and gallery visits, debates, poetry readings, conferences and concerts – create a full co-curriculum, which recognises that qualifications alone do not produce well-rounded individuals. Time is allowed in the curriculum for co-curricular activities, and the timetable may be suspended or modified to allow activities to occur, such as sports fixtures and subject-specific day trips.

The vast majority of teachers here are British-trained, and there is an impressive range of academic subjects. Our internationally recognised IB and IGCSE results are excellent, demonstrating impressive added value. The exceptional facilities promote the remarkable range and quality of the arts, to complement the variety of high-class sport offered on the vast campus. Finally, our pupils are receptive, inclusive and respectful, with an enormously friendly, helpful spirit displayed throughout the year groups.



THE SIXTH FORM ENVIRONMENT

The College is in its seventh year, yet it has already gained a feeling of stability and permanence, with most staff serving well beyond their contractual minimum and enjoying a collegial and mutually respectful environment where a sense of humour and an active Common Room are important.

The Sixth Form is based in a modern building-the Marlburian-which is a valuable asset, but which has limitations and poses fresh challenges, particularly as the Sixth Form grows in size. An ambitious and creative approach to this will be required of the new Head of Sixth Form.

The Sixth Form also use the College's LRC, boarding accommodation and day house Common Room for private study.

The IBDP and its residential introduction in the Lower Sixth provides a strong binding experience for those in the Sixth Form and its structure and philosophy are a good match for the values of the College.

In terms of academic measurements, IGCSE and IBDP results have been consistently excellent with the following averages being typical:

IGCSE A*-A: 62%

IGCSE A*-C: 95%

IBDP ave: 34

Our IB candidates' strong average score conceals many individual triumphs and some excellent 44 ex 45 performances. The global IBDP average is 29. However, a number of pupils choose to leave the College after IGCSE each year.



THE POSITION

The Master seeks to appoint an outstanding applicant as Head of Sixth Form. The successful candidate will be responsible for the continuing development of a thriving, successful, distinctive and globally aware Sixth Form experience.

The role has pastoral, academic and marketing elements and includes responsibility for developing the use of the School's assets for the Sixth Form and line managing and working collaboratively with staff in charge of University Guidance and the IBDP as a core Sixth Form team. The role will also involve working closely with members of Housemasters and Housemistresses. It is therefore likely to involve significant strategic, as well as operational responsibility, alongside project management.

While many of the position's requirements are outlined in this document, consideration in the evolution of the role will be given to the particular strengths of the successful applicant.

This is an exciting opportunity for a candidate with energy, the vision, charisma and ability to relate to, lead and develop the Sixth Form, making it an aspirational experience for younger pupils from MCM and elsewhere. The successful candidate will teach a reduced timetable in any subject.



LIFESTYLE



Staff at Marlborough College Malaysia enjoy an exceptional lifestyle.

The climate is warm, stable and constant without the extremes of heat that are common in some parts of the world. Rainfall is typically heavy and brief, providing a lush landscape.

Marlborough is at heart a community and the Common Room is very collegial and mutually supportive. Staff enjoy an impressive range of weekly Common Room sports, wellbeing and social activities.

The immediate area is developing quickly and has attracted great overseas investment in quality housing, infrastructure and education with a number of British university campuses now within minutes of the College.

Malaysia's cost of living is significantly lower than that of the UK and most teachers here enjoy regular travel during holidays and even on our 3-day Exeat long weekends to such places as Bali, Vietnam, Thailand and Western Australia.

For long-haul travel, Changi in Singapore was recently hailed as the best airport in the world. However, for regional travel, Senai Airport is close to the College and carriers offer exceptionally reasonable prices which mean, that what might be the holidays of a lifetime, can become regular trips.

Malaysia itself is full of variety from perfect tropical islands to cool, hilly tea plantations; from historic colonial architecture to towering 21st century skylines. Its national ethnic mixture of Malay, Chinese and Indian make for



a fascinating culture and superb cuisine.

The College is just eight miles from the magnificent island city-state of Singapore with its fashionable retail temptations and its many attractions which now include the world-famous Gardens by the Bay, the Marina Bay Sands complex and F1's only night time Grand Prix which becomes a weekend-long festival each September.

The official language of Malaysia is Bahasa Malaysia which is probably the simplest Asian language to understand and learn, but English is spoken almost universally and is the main language of Singapore.



JOB DESCRIPTION FOR HEAD OF SIXTH FORM

Reporting to: Head of Senior School

General Responsibilities

- Providing the strategic vision, planning and delivery mechanism to develop the Sixth Form further both academically and pastorally.
- To promote a sense of identity, industry, pride, leadership and altruism among the Sixth Form.
- To prepare the Sixth Form to make an informed and valuable contribution to society after leaving Marlborough College Malaysia.



Key Responsibilities as Head of Sixth Form

1. Promoting the Marlborough College Malaysia Sixth Form as an aspiration for internal and external applicants.
2. Line managing the roles of University Guidance Counsellor and IB Coordinator and promoting the development of both of these important roles.
3. Working with the Master, Head of Senior School, Deputy Head Academic, Director of Co-Curriculum, Housemasters, Housemistresses, Examinations Officer, and Heads of Department in the development of Sixth Form students.
4. Managing and developing the use of the Marlburian and other assets for Sixth Form benefit.
5. Promoting enrichment opportunities for Sixth Form.
6. With the University Guidance Counsellor, taking a significant role in supporting and expediting efficient and effective university application processes.
7. Developing with the Deputy Head Academic and University Guidance Counsellor a successful, coherent programme to prepare the most academically capable candidates for entry to leading universities.
8. Promoting among the Sixth Form an industrious and exemplary work ethic which both sets an example to the rest of the College and raises attainment in the Sixth Form.
9. Promoting the role and value of Sixth Form students' involvement with other year groups formally and informally.
10. Liaising with and attending as required meetings of Housemasters/ Housemistresses and taking appropriate action over issues when they arise.
11. Working with the Deputy Head Pastoral and HMs to maintain pastoral cohesion and good discipline with the Sixth Form.



12. Liaison with the Boarding Houses and promotion of boarding as a valuable pre-university experience.
13. Liaising closely with House staff and pupils to ensure a high rate of retention into the Sixth Form.
14. Working closely with the Marketing Department and the Head of Senior School, to take a leading role in marketing the Sixth Form to pupils from this and other schools.
15. Liaising with the Marketing Department to build links with informative and inspirational external speakers and contacts.
16. Organising an Induction Programme for the successful transition of pupils from the Hundred into the Sixth Form.
17. Managing the selection, training and development of Prefects and other Sixth Form students who have positions of responsibility.
18. Regular meetings with student groups, e.g. the Heads of Houses, the Prefects, Marlburian Committee.
19. With the Deputy Head Academic, Exams Officer and University Guidance Counsellor, supporting students on external results days.
20. Co-ordinating the organisation by the Sixth Form of social events.
21. Attending and, as required, addressing Sixth Form, Hundred and Remove parents' meetings.
22. Overseeing Sixth Form Orders and Reports and having appropriate input.



In order to meet the high standards expected of a leading professional in our School, the Master is seeking to employ a person with the following qualities, experience, skills and abilities.

Essential Criteria

- Evidence of being an excellent teacher
- Leadership qualities, including energy, resilience and the ability to enthuse and motivate others
- Support for the values of the College and the nature of working in a boarding environment
- A record of and commitment to continuing professional development
- Demonstrable experience in and commitment to Sixth Form development
- An understanding of Sixth Form qualifications and university entrance
- The ability to develop and maintain effective team-working relationships
- The ability to positively manage parental, student and colleague expectations
- Excellent written and verbal communication skills appropriate to an important managerial role in an educational environment
- A thorough understanding of effective teaching, learning and assessment in relation to raising pupils' attainment
- High levels of organisation
- Ability to make effective use of data and analyses
- Ability to evaluate and improve the performance of oneself and others.



Desirable Criteria

- Experience of teaching the IB Diploma Programme
- Experience of teaching IGCSE
- A higher degree or experience of educational or subject-specific research
- Experience of external examination
- The ability to develop and maintain effective relationships with all members of the school community and outside agencies
- Knowledge of the requirements and operation of ISI in terms of teaching, learning and assessment
- Experience of or commitment to working in a boarding environment
- Evidence of leadership and management of people, resources, innovation and improvement
- Evidence of good management, which incorporates detailed planning, successful implementation and effective monitoring and evaluation strategies

Terms

As well as working in a beautiful and collegial environment, the Head of Sixth Form at Marlborough College Malaysia will benefit from a generous remuneration package which includes relocation assistance, a rent-free home, private medical insurance and a bonus in lieu of pension. Generous fee remission is provided for children of teaching staff.





APPLICATIONS

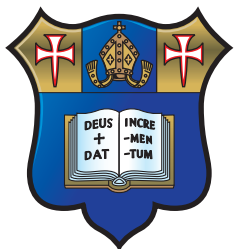
If you feel that you can meet these requirements, then please submit a letter of application along with the application form to the Master by 9.00 am on Monday 14th January 2019. A CV is not required, but may be submitted at the discretion of the applicant.

There may be additional positions available in the Prep and Senior School later this year: teaching couples are encouraged to apply even if an exact combination of subjects is not advertised at this time.

Applications should be sent to the address overleaf.



Marlborough College Malaysia
Head of Sixth Form



Applications should be addressed to the Master and sent to:

e-mail: recruitment2019@marlboroughcollege.my

Marlborough College Malaysia
Jalan Marlborough
79200 Iskandar Puteri
Johor
Malaysia

