



GEMS WELLINGTON INTERNATIONAL SCHOOL



HEAD OF SIXTH FORM
Required for September 2025



The role

GEMS Wellington International School, Dubai, is a globally recognised institution that provides exceptional educational opportunities for students aged 3 to 18. As an outstanding school, it follows the Foundation Stage curriculum in Early Years, the National Curriculum for England through Year 11, and the International Baccalaureate in Year 12 and 13. This blended curriculum reflects the school's dynamic and inclusive ethos, which nurtures academic excellence, personal growth, and leadership skills. A truly international community, the school's commitment to celebrating individual strengths and fostering lifelong learners makes it a vibrant and aspirational environment for students and staff alike.

The school's legacy of excellence, established since its founding in 2005, is central to the Head of Sixth Form role. Consistently rated as outstanding by KHDA and recognised as the Best British International School of the Year in 2024, GEMS Wellington International School prides itself on delivering exceptional GCSE and IB results, with graduates progressing to top universities worldwide. The school's emphasis on wellbeing, inclusion, and innovation further enriches the educational experience, ensuring students develop holistically. These achievements underscore the importance of leadership that can build on this strong foundation, shaping a Sixth Form that continues to excel academically while nurturing each student's unique ambitions and aspirations.

This pivotal leadership role, reporting to the Vice Principal for Curriculum Strategy, offers a unique opportunity to lead the school's evolving Post-16 provision during a transformative phase. With the exciting introduction of A-Levels in 2025, the Head of Sixth Form will play a critical role in maintaining the school's high standards while expanding its curriculum offerings. By fostering an environment of academic rigour, pastoral care, and co-curricular enrichment, the successful candidate will ensure that the Sixth Form remains a cornerstone of the school's success. They will inspire students and staff alike to achieve new heights, ensuring GEMS Wellington International School continues to lead as a world-class educational institution.



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The role

The successful applicant will act as a key Executive Leader in the school, collaborating with other staff members to foster an environment conducive to learning and growth. Their leadership will ensure a supportive and ambitious culture within the Sixth Form, propelling both the school and its students toward a successful future.

As such, the Head of Sixth Form will be supported and accountable for the strategic overview of these 5 key areas:

- Lead the strategic development of the Sixth Form's academic provision, ensuring curriculum quality, personalised student guidance, and exceptional outcomes that position the school among the region's and world's top institutions.
- Create an inclusive and supportive Sixth Form culture, prioritising student wellbeing, personal growth, and a robust co-curricular programme to prepare students for future success.
- Build strong relationships with parents, external bodies, and the wider community to enhance enrolments, maintain high retention, and secure opportunities for students while supporting the school's marketing strategy.
- Empower and develop Sixth Form staff through recruitment, training, and succession planning, fostering a forward-thinking, high-performance culture that supports outstanding educational delivery.
- Uphold and embed the school's vision, mission, and values into Sixth Form life, ensuring all practices align with regulatory standards and contribute to the school's strategic development and global reputation.



Job Description

Key Responsibilities include, but not limited to:

Academic Leadership

- Demonstrates a commitment to high standards that is reflected through regular quality assurance checks. This involves evaluating academic programmes to maintain a consistent level of educational excellence.
- Championing academic excellence within the Sixth Form provision. They are expected to oversee curriculum development, ensuring it meets the highest educational standards and provides pathways for advancement to higher education.
- Direct line management of the Director of IB Programmes and the A-Level Coordinator to ensure the highest possible student outcomes, placing GEMS Wellington International School in the top 50 IB schools globally and as one of the highest performing A-Level providers in the region.
- Managing the academic guidance for all students through effective line management of the Head of Careers and Destinations, ensuring that all students receive personalised guidance to support their informed decision making and applications to the very best universities worldwide.

The personal development and well-being of all Sixth Form students

- Creating and preserving a positive culture within the Sixth Form whereby leaders are responsible for fostering an environment that encourages personal development, inclusivity and a strong sense of belonging.
- Line management of the Head of Year 12 and Head of Year 13, ensuring that student wellbeing provision creates a platform for students to thrive.
- Ensuring the well-being of students by creating a supportive environment. This involves addressing individual student needs, promoting personal and social development, and safeguarding student welfare.
- Ensuring compliance with safeguarding policies and that the school remains a safe space for education and growth.
- Ensuring that the Sixth Form's co-curricular programme complements the academic pathways, offering opportunities for students to further develop the skills and attributes that are valued by employers and recognised higher education institutions.



Job Description

Stakeholder Engagement and Enrolments

- Working with colleagues and the enrolment team to ensure that the school continues its strong track record of student retention, whilst also building its reputation as a desirable choice for external applications from other schools or new-to-country families.
- As the Sixth Form's principal representative, liaising with external bodies to promote the school and secure additional opportunities for students and staff alike.
- Collaborating with various stakeholders, including parents, local businesses, and higher education institutions, to provide students with the support and opportunities they need to succeed.
- Acting as a bridge between the Sixth Form and the wider school community through forging and maintaining partnerships, creating a network that supports the personal development and educational opportunities of students.
- Ensuring that effective communication initiatives and strategies are utilised to keep parents adequately updated on the progress and achievement of their child.
- Contribute to the school's marketing strategy to ensure that current and prospective families are fully aware of the exceptional education standards and support students receive during their study and when applying to the best universities worldwide.

Leadership of People

- Be responsible for their own continual professional development and the development of Sixth Form leaders and staff, keeping abreast with the latest educational research and methodologies to sustain a forward-thinking learning environment.
- Support senior colleagues in recruiting the best possible teachers with relevant experience to further enhance our already outstanding Sixth Form provision and outcomes.
- Ensure staff are well-equipped with the expertise required to foster a thriving, high-standard educational atmosphere within the Sixth Form.
- Develop leaders within the team, empowering them to perform their roles to the best of their abilities while supporting the school's strong record of succession planning.



Job Description

Maintaining and upholding the school's vision, mission and values

- Upholding and exemplifying the school's vision, mission and values, ensuring they resonate through all aspects of Sixth Form life.
- Proactively contributing to the overall strategy for school development, advising on national and global educational trends to maintain and enhance the quality of Sixth Form education.
- As an integral part of the school's leadership team, the Head of Sixth Form must ensure that all practices are compliant with local government mandated regulations.

Person Specification

	Essential	Desirable
Qualifications		
Qualified teacher status.	X	
A good honors degree and/or post-graduate qualification.	X	
A post-graduate degree in an appropriate area.		X
Training		
Evidence of on-going personal professional development as both a teacher and/or leader.	X	
Evidence of effectively developing others, through line management and/or coaching/mentoring.	X	
Experience		
At least 3 years' experience of senior leadership with an academic element and focus, preferably on Post-16 provision.	X	
A thorough familiarity with IBDP/CP curriculum, assessment methods, and modern educational techniques is imperative.	X	
Familiarity with the UK A-Level system and its associated curriculum and models for assessment.	X	



Person Specification



	Essential	Desirable
Leading on quality assurance and performance improvement initiatives/processes.	X	
Significant experience of teaching and leading in a high performing Sixth Form setting.	X	
Prior experience in a leadership role with demonstrable experience in leading academic initiatives within a Sixth Form environment.	X	
Experience and understanding of the demands and challenges in working within an international educational setting.		X
A demonstrable proven track record of supporting students achieving places at the best universities globally.	X	
In-depth knowledge and understanding of the wider educational agenda, including current national policies and educational issues and trends.		X
Professional Skills and Competencies		
Communication: The role demands exceptional communication skills, both in written and oral forms, for effective liaison with students, parents, staff, and external bodies.	X	
High Standards: Must display an ability to uphold and propagate high standards of academic and personal development.	X	
Attributes: Resilience, adaptability, and a genuine passion for student progression. A personal commitment to continuous professional development and an eagerness to take on new challenges are expected.	X	



Person Specification

	Essential	Desirable
Knowledge: Possesses a thorough understanding/knowledge of pedagogy and how this links to student progress.	X	
Interpersonal Skills: Can adapt to situations and carefully manage professional relationships, approaching difficult conversations with empathy and sensitivity.	X	
Decisiveness: Can think and act quickly when required, making informed decisions with conviction and confidence when required.	X	
Solution Orientated: Can demonstrate a growth mind-set in challenging circumstances, role modeling calmness and positivity.	X	
Organisation: Excellent organisational skills and is able to prioritise effectively and ensure that all deadlines are met to the highest possible standards.	X	



Our School

Situated in the heart of Dubai, GEMS Wellington International School is a vibrant, multicultural learning community that serves students from over 80 nationalities.

Since opening our doors in 2005, WIS has built a legacy of excellence in education, becoming one of Dubai's most renowned international schools. Offering a blend of the Foundation Stage curriculum in Early Years, the National Curriculum for England through Year 11, and the International Baccalaureate (IB) for Year 12 and 13, we have consistently delivered outstanding academic outcomes.

Our unwavering commitment to delivering exceptional education was first formally recognised when we were graded as "Outstanding" by the Dubai Schools Inspection Bureau (DSIB) in 2009, a distinction we have successfully and proudly maintained ever since. Our accolades include the prestigious COBIS Patron's Accreditation with Beacon Status and the title of Best British International School of the Year in the Independent School of the Year Awards 2023/24.

Inclusivity is at the heart of everything we do. Recognised as one of the highest-performing inclusive schools in Dubai, we are committed to providing every student with the support and opportunities they need to thrive. Our dedicated team of specialists works closely with students, parents, and teachers to create personalised learning pathways, ensuring that all learners—regardless of their individual needs or abilities—are empowered to achieve their full potential. This inclusive ethos is seamlessly integrated into our outstanding academic and pastoral provision, fostering a sense of belonging and celebrating the diverse strengths of every member of our community.

At WIS, we are deeply committed to holistic development, ensuring that every student thrives academically, socially, and emotionally. Our graduates consistently secure placements at the world's most prestigious universities, a testament to our academic rigor and exceptional pastoral care. We continue to evolve and adapt to the changing demands of global education, cementing our reputation as a leader in the international school community and preparing our students to excel as future global citizens.



Our School

The number of students on roll currently at WIS is 2930, comprising of boys and girls aged 3 to 18. As such, our school is divided into a Lower, Middle and Upper School to ensure that all students are afforded the care and attention they deserve through each phase of their journey with us. Across Year 12 and 13, we have over 250 students currently on roll and our GCSE cohort, comprising of Year 10 and 11, has over 350 students.

Our GCSE Results

We offer a wide variety of GCSE and BTEC options from across AQA, Pearson Edexcel and Cambridge qualifications. WIS remains the highest performing, fully-inclusive school in Dubai. In 2024 our students sat an average of 10 GCSEs with 60% of all grades awarded 9-7/ A*-A and 80% of all grades awarded 9-6/ A*-B.

Our IB Results

We offer 3 pathways through the IB to ensure all students are afforded the opportunity to study in a manner in which they will excel. In 2024, our average point score for the IBDP was 35.1 which far exceeds the world average of 30.32.

These incredible results are matched by a purposeful and varied co-curricular programme that encourages strong sporting, entrepreneurship and passionate mindsets beyond the confines of academic study. WIS' Wildcats are a force to be reckoned with, especially in Basketball and Cricket, our Performing Arts programme draws upon West End practitioners and our students are ambitious entrepreneurs with many students building their own companies, apps and products.

We are a member of HMC, COBIS (Council of British International Schools) and BSME (British Schools of the Middle East).



Values and Vision

Vision

Students will be beacons of social responsibility, empowered by a co-constructed, pioneering and authentic learning experience.

Mission

To embody integrity, empathy and fortitude as we learn and lead.

Values

To embody Integrity, Empathy and Fortitude as we learn and lead.

Integrity

The quality of being honest and having strong moral principles.

Empathy

The ability to understand, be aware of, be sensitive to and vicariously experience the feelings, thoughts and experience of another.

Fortitude

The strength and firmness of mind that enables a person to encounter risk and challenge with resilience and courage.



The WIS Way

Working at GEMS Wellington International School means joining a dynamic and driven community that thrives on innovation and excellence. We are a school that refuses to remain stagnant or accept the status quo, constantly pushing boundaries to ensure our students receive the best possible educational experience.

Our staff are expected to go above and beyond, embodying a commitment to excellence and a passion for nurturing student success. The environment is challenging and fast-paced, requiring resilience and adaptability, but the rewards are unparalleled. At WIS we expect hard work, but every achievement contributes to a culture of progress and purpose, where the impact of your work is recognised and is both meaningful and long-lasting.

At GEMS Wellington International School, we understand that your workplace is an extension of your family, and we strive to create a supportive, inclusive community where every staff member feels valued and connected. Whether you're building lifelong friendships with colleagues from around the globe, engaging in professional development opportunities or teaching our incredible students, working with us becomes an enriching, challenging and fulfilling part of your journey.

Staff Spotlight



Noortje Oskamp
Head of School Operations

"I am incredibly happy and grateful to have spent the last nine years working at GEMS Wellington International School (WIS). It has been an amazing experience to grow professionally and personally in such a dynamic and supportive environment. The school's commitment to excellence in education has continually inspired me, and I'm proud to be part of a community that values collaboration, innovation, and nurturing young minds.

Being in Dubai has only added to the joy of this journey. The city offers such a vibrant mix of cultures and opportunities, making it an exciting place to live and work. What makes this experience even more special is being here with my family. We've been able to enjoy the fantastic lifestyle, diverse experiences, and the warmth of a welcoming community together. Dubai has truly become a second home for us, and I couldn't ask for a better place to continue building my career and life. The memories and friendships I've made during these nine years are invaluable, and I'm excited to see what the future holds."



Kelly Pickett
FS Teacher

"I moved to Dubai and joined WIS in 2005, with the promise to my family that I would return home after a year. That was 20 years ago. Today, I live here with my husband and two boys, aged 9 and 13, and Dubai has truly become home. The friends I made when I first joined WIS have since become like family. Dubai has everything to offer; it's a vibrant, dynamic city with a social scene to suit every taste. It's a safe haven for families, providing countless opportunities for my children to grow and thrive both at school and through extracurricular activities. Working at WIS has allowed me to maintain a great work-life balance, as the school encourages teachers to prioritise their well-being, giving me the opportunity to spend weekends enjoying quality time with my family. For the majority of the year, this means being outside in the sun! Working at WIS reflects the values we strive to provide as educators for our students. Teachers are seen as individuals and encouraged to develop their unique strengths, continuously grow through professional development, and foster a collaborative environment that enhances both personal and professional growth, all while embracing the joy of teaching and inspiring students. Living and working in Dubai is truly an enriching experience, and I am grateful for the opportunities it provides for both my family and my care."



Amanda Noddings
Head of History,
Global Politics & MSC

"Joining WIS as my first school in Dubai has been an incredible experience. The fast-paced and ambitious environment has significantly enhanced my teaching skills through excellent PD opportunities and exposure to high-quality teaching. The students are highly academic and motivated, which has pushed me to deepen my subject knowledge through engaging discussions and IB curriculum planning. Beyond academics, the supportive school community, including both management and peers, has made working abroad feel like home. Dubai itself mirrors WIS' energy, offering endless opportunities, from outdoor activities like golf and water sports to a vibrant food and social scene. The city's diversity ensures there is something for everyone, no matter their interests. Most importantly, the education sector here fosters a close-knit, supportive network of hardworking professionals who share the unique expat experience."



Liam Hawsworth
Head of Year

"I am in my fourth academic year at WIS. I began as a Spanish and French Teacher before assuming the role of Head of Year. I am passionate about both my teaching role and pastoral role as they challenge, fulfill and better my teaching pedagogy. There are numerous opportunities to progress your career and challenge yourself by embracing opportunities outside of your comfort zone. I have been able to chaperone International Trips and organise Domestic Trips. I have also completed the Lead Practitioner Award and attended IB Training Courses for MFL.

Your colleagues become your friends and I have made friends from all corners of the globe and with whom I will stay in touch with for life. Dubai is a vibrant city in which it is impossible to be bored. Whether that be attending major sporting events, going to concerts or relaxing at the beach in the glorious sunshine. Teaching abroad can be daunting at first, but once you make the leap, your personal and professional life will flourish."



Living & Working in Dubai

Dubai is a global hub renowned for its lifestyle, world-class infrastructure, and unique cultural blend. With over 200 nationalities calling the city home, Dubai offers a vibrant multicultural environment where individuals and families from around the world can feel at ease. The city boasts a wealth of attractions, from pristine beaches and architectural marvels like the Burj Khalifa to luxury shopping destinations and diverse culinary experiences. Its year-round sunshine and thriving arts, sports, and entertainment scenes make Dubai an exciting place to live, offering something for everyone.

Working in Dubai provides unparalleled professional opportunities, particularly in the education sector. The city is home to some of the best schools in the region, catering to a global audience and setting high standards of teaching and learning. Dubai's emphasis on innovation and progress is reflected in its education system, making it an inspiring place for educators who are passionate about delivering excellence. With tax-free salaries, modern facilities, and robust professional development programmes, working in Dubai is both rewarding and empowering, enabling individuals to grow personally and professionally.

Beyond the professional sphere, Dubai offers a high standard of living with excellent healthcare, housing, and leisure facilities. Its strategic location as a global travel hub makes it ideal for those who love exploring. With world-class airports providing direct connections to Europe, Asia, Africa, and beyond, long weekend getaways or extended vacations to exotic destinations are easily accessible. From the Maldives to Paris, and Istanbul to Singapore, Dubai's connectivity makes the world your playground. Combined with its welcoming and safe environment, this accessibility ensures families can enjoy a fulfilling lifestyle enriched by both local and global adventures.



How to apply

How to apply:

Application Submission

Prospective candidates are required to submit an **up-to-date CV and a cover letter** which highlights their suitability for the role, supported by evidence of their impact in a leadership capacity. The context of GEMS Wellington International School should be taken into consideration when completing the supporting statement. It is vital that submissions are made before the closing date to be considered for the position.

The deadline for applications is Friday 21st February 2025.

Candidates will be notified if they are shortlisted for interview within 48 hours of the closing date for applications.

Selection Criteria

The selection committee will review all applications against a **set of strict criteria** designed to identify individuals who demonstrate **outstanding leadership qualities and a commitment to education**. Candidates must demonstrate their ability to meet the high standards expected, whilst also demonstrating their alignment with the school's vision, mission and values.

Interview Stage

Shortlisted applicants will be invited to attend an interview where they will need to articulate their **vision for the Sixth Form** and provide evidence of past successes in educational leadership. The interview may include a **panel** of various stakeholders, including members of Senior Leadership from the GEMS Wellington Cluster of schools and, at times, student and parent representatives.

Closing Procedure

After interviews are concluded, the selection panel deliberates to choose the candidate that best fits the job description and requirements for success in the role. All applicants are notified of the outcome, and the chosen candidate is offered the position subject to reference checks and any additional requirements specific to the role. The closing procedure ensures transparency and professionalism throughout the recruitment process.