

Application pack for the post of

Head of CACHE Centre (Trainer & Assessor) International School Brunei



An international, coeducational day and boarding school for 1400+ children aged 2 - 18 years



Required for January 2020

International School Brunei

<http://www.isb.edu.bn>

recruitment@ac.isb.edu.bn

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Brunei Darussalam

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Head of CACHE Centre (Trainer & Assessor)

International School Brunei



Background

International School Brunei was established in 1964, as a non-profit organisation with a Board of Directors to oversee the development of the school - a status that exists to this day.

In 2015 the school moved to a brand new 22 acre site on the outskirts of Bandar Seri Begawan, the capital of Brunei Darussalam. At the same time, 'The Residence' a state of the art Boarding House, was opened to cater for students aged 11 - 18. ISB also has a Primary School in Kuala Belait, Brunei. Our KB site is small and growing. Current plans are to move the school to a new site in 2019 to enable further growth and to meet the needs of the school's community.

The school offers Early Years Foundation Stage Curriculum education from Pre-Kindy (2yrs) and an internationally adapted National Curriculum of England and Wales from Year 1 (4yrs old) to Year 9 (13yrs) followed by IGCSEs (15-16yrs) and the IB Diploma programme in the Pre-University section (16 - 18yrs).

The school is non-selective, and currently has over 1200 students from over 42 different nationalities. Academic results are outstanding, with IGCSE and IB Diploma

ISB Recruitment Information

results consistently above the world average. Students leave ISB to attend top universities all over the world.

The Position

The school is seeking a Specialist CACHE Trainer and Assessor. The key responsibilities include the planning and delivery of CACHE/ NCFE courses as Trainer and Assessor including the Level 3 Diploma in Early years, Level 2 Certificate in an Introduction to early years and Levels 2 and 3 certificates in Supporting Teaching and Learning in Schools. The successful applicant will also lead the CACHE Centre and develop our course programme alongside our experienced CACHE team. He/She will undertake direct observations and professional discussions and to assist in Standardisation and IQA moderation and to appraise Trainers and Assessors of the ISB CAHCE Centre. Coordinate and promote effective in-school and external vocational provision and be responsible for the development and continual up date of the long and medium term framework for vocational learning (with an emphasis on Early years qualifications). The candidate will liaise with other Early Years Specialists and local provisions to continually improve and maintain high standards of teaching, learning and best

practice in Early Years ISB. The successful candidate will be an outstanding Early Years practitioner and they must have experience in Early Years as well as training and mentoring others.

The Application Process

Interested candidates are asked to submit the following documents:

- On line application form and covering letter including a passport sized photograph.
- The names and contact details (including a telephone number) for three professional referees, one of whom must be your current Headteacher/Principal.

Longlisted applicants will be contacted within two weeks of the stated closing date with Skype interviews scheduled as soon as possible thereafter. If you have not heard from us by this time, you should assume that your application has been unsuccessful on this occasion.

Successful candidates are offered an initial two year contract, with the option to renew based on performance.

Your application should be emailed to the HR Manager at recruitment@ac.isb.edu.bn

Closing date: 6th September 2019