



Brief for the position of:
Head of Junior



THE BRITISH SCHOOLS
Founded 1908

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The British Schools of Montevideo seeks a Head of Junior School to be an effective, innovative and visionary leader to take the Junior School into the next stage of its development.

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The Mission of The British School's community is to:

- form self-confident, creative, inquiring, discerning, fully bilingual students who will strive to develop their talents to the best of their abilities.
- strive for the highest standards, providing the educational environment and infrastructure to help students to achieve excellence according to their potential in academics, arts and sports, while recognising individual differences and needs.
- instil the importance of all human values (including moral, aesthetic, spiritual and social) in all aspects of personal growth and physical development.
- encourage and promote a sense of belonging, a deep rooted pride and affection for the School as an Institution, its traditions, School Spirit and institutional memory.
- instil in students the finest aspects of Uruguayan and British values and culture, such as a sense of justice, self-discipline, tolerance and civility, while also offering them the best possible preparation for life in an intercultural setting within a global community.
- develop in students a sense of profound empathy and an awareness of their responsibility to their community and the need to use their gifts and experience for the good of the world.

PERFICE - Be thorough

“Instil the importance of all human values (including moral, aesthetic, spiritual and social) in all aspects of personal growth and physical development.”

Extract from the Mission Statement



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INFRASTRUCTURE AND PREMISES

About the School

The British Schools of Montevideo was founded in 1908 as a joint initiative between The British Cemetery Society and The Anglican Church to establish an English school in Montevideo with “the object of giving children a complete education, both intellectual and moral, based upon the ideas and principles of the best schools in The British Isles”.

The School is organised as a private, not for profit, coeducational, secular day school, which aims to provide an excellent bilingual education that blends the Uruguayan national curriculum with a strong English language programme, and where students sit for both the Cambridge IGCSE Exams and the IB Diploma. The School offers an exciting academic environment in which all members of the community strive to instil a love of learning, preparing students to meet the challenges of the 21st century.

The British Schools' is led by Mr Simon Roberts who is overall Principal and is governed by a Board of Governors elected by The British Schools Society, whose Honorary President is the British Ambassador to Uruguay.

LOCATION

Located in the suburbs of Montevideo, in the residential area of Carrasco, the School site encompasses the Early Years Centre (EYC), Junior School, Senior School, Auditorium (seating capacity 400), Cafeteria, Sports House, Pavilion, Playing Fields, Hockey, Rugby, Football pitches, a synthetic Hockey pitch, multipurpose synthetic pitch, outdoor Tennis Courts, Basketball Court, Gymnasium (1654m²) and Open-Air Swimming Pool.

Parents are drawn to the School by its challenging bilingual programme, strong traditions, and solid set of values. The School programme is academically rigorous while also involving an open scope of extracurricular offering and a holistic approach based on individualised learning experiences.

Over the years, through their achievements and contributions to society, graduates from The British Schools have become renowned leaders in the local and international community. At every level of society, they have exercised influence by applying the knowledge, skills and values acquired during their formative years at the School.



Early Years

The first years of pre-school are of the utmost importance for the development of the child, therefore, we strive to help students develop into happy, confident, inquiring individuals who are interested in life and enthusiastic about the challenges they encounter. We empower our children to take a leading role on their lifelong learning journey, fostering their natural curiosity.

The Early Years Centre provides facilities for students in Pre-Kinder (3 to 4-year-olds), Kinder (4 to 5-year-olds) and Prep (5 to 6-year-olds). Designed with the future needs of the youngest students in mind, the four-storey state-of-the-art building includes classrooms with differentiated learning centres, an age-appropriate multimedia projection centre, and a hall/mini theatre with ample space for collaborative work, a psychomotricity area, a Library, an art studio and many other child-friendly “nooks” to arouse curiosity, creativity and encourage positive interaction, through play.

OUTDOOR LEARNING

Being outdoors is core to the learning experience at The British Schools. The green of our beautiful gardens and fields makes our School an ideal place for developing students with outdoor skills and a lifelong connection with nature and our planet.

Providing immersive and adventure-like experiences of the natural world allows students to improve their coordination, strength and critical thinking, encouraging their physical and mental fitness whilst promoting emotional and social skills.



Junior

The Junior Learning Programmes blend together key aspects of an adapted British and Uruguayan curriculum, delivered within the innovative and inquiry-based framework of the IB Primary Years Programme (PYP). At all year levels, in addition to the Form Teacher and the Spanish Teacher, full-time specialist teachers instruct and guide students in the areas of Music, Art, Drama, Dance, ICT, Library Skills, Values and Physical Education. Educational trips and School assemblies serve to broaden students' horizons as well as to provide opportunities to emphasise aspects of the School's Community Commitment Programme.

The Junior curriculum promotes an awareness of different learning styles in order to cater for the individual needs and talents of each student. The School expects all students to become fully bilingual in English and Spanish. All curricular subjects are taught in English, with the exception of Spanish classes and Physical Education classes.

Senior

The Senior School provides facilities for students from Y7 (12 to 13-year-olds) to Y12 (17 to 18-year-olds). In addition to classrooms, these facilities include a Library Resource Centre, ICT Labs, Mobile Device Labs, Science Labs, Music Rooms, Technical Drawing Room, Visual Arts Room as well as a Multi-Purpose Room. There are also student break-out spaces, a Staffroom and Administration offices.

Every Senior student is expected to complete both the Uruguayan National Programme and the International Baccalaureate Diploma Programme, thus allowing them entry into national or international universities. Prior to the IBDP, the students sit for IGCSE exams. The purpose of the taught curriculum is to encourage students to become successful learners, confident individuals, effective contributors, and responsible citizens – as elaborated in the attributes of the IB Learner Profile.

The British Schools is committed to providing the educational environment and infrastructure to help students achieve excellence according to their potential in academics, arts, and sports, while recognising individual differences and needs.



Beyond the Classroom

At The British Schools, education is not only limited to the academic sphere. Extracurricular activities play a vital role in shaping a well-rounded student. These activities offer students opportunities to explore their interests, develop valuable skills and foster personal growth besides providing a platform for social interaction, teamwork, and self-expression. Extracurricular activities include musical productions, Model United Nations, Robotics, Choir, Karate, Scottish Dancing, Maths Olympics, Tennis, various sports. To enhance this offering, the School is constantly seeking ways to further develop and increase the programme in order to appeal to all students.

PHYSICAL EDUCATION AND SPORTS

The Physical Education curriculum at The British Schools begins in Kindergarten and extends through to Y10 in Senior School. The programme of activities is age appropriate, with an additional focus on values formation.

Sports at The British Schools have a long and respected history. Today, our main games are rugby for boys, and hockey for girls. However, this is not all we play. Boys and girls compete with other schools in football, basketball, handball, volleyball, cross country and athletics.

COMMUNITY COMMITMENT PROGRAMME

At The British Schools we understand that educating hearts and minds necessarily implies developing in our students a sense of social responsibility and the drive to actively engage and contribute to our community. The Community Commitment Programme is a Whole School philosophy initially sparked in Junior and continued throughout Senior, focused towards generating awareness on different issues that happen around the world and in our surrounding community. It emphasises the importance of students, staff and families coming together and acting upon these issues.

STAFF

The British Schools is committed to ensuring that the educational experience is amongst the very best available anywhere in the world. While striving for academic excellence, it is equally important to bring out what is best in each individual student. A competent, experienced and caring team of staff guide students to develop their full intellectual, creative and physical potential while also aiming to foster self-esteem, independence, intellectual curiosity, emotional intelligence and moral character.

Key to this success is the continued professional development of the School's staff. Professional development takes on many guises, from external courses, workshops, online courses, and in-house workshops, talks, peer-mentoring and the sharing of best practice.



About Uruguay

Uruguay is a small country located in South America, situated between Argentina to the west and Brazil to the northeast. Despite its modest size, Uruguay has a rich history, vibrant culture, and a strong commitment to social welfare.

Uruguay is known for its stable democracy, which has been in place for many decades. The country boasts a high level of political stability, with regular and fair elections. It has a relatively small population, with around 3.5 million people, and the capital city is Montevideo.

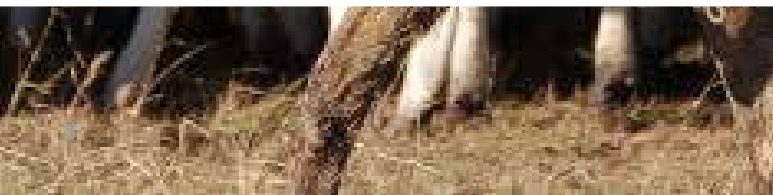
The economy of Uruguay is diverse, with sectors such as agriculture, services, manufacturing, and tourism playing significant roles. The country has a long tradition of agricultural excellence, particularly in livestock farming and the production of beef. Uruguay is also a major exporter of agricultural products such as soybeans, rice, and dairy products.

Uruguay has made significant progress in terms of social development. It has a strong commitment to education, healthcare, and social welfare, leading to a relatively high standard of living for its citizens. The country has achieved remarkable success in reducing poverty and improving access to education and healthcare services.

Culture and lifestyle are integral to Uruguay's identity. The people of Uruguay are known for their warmth and hospitality. The country has a rich cultural heritage, influenced by European traditions, particularly from Spain and Italy. Uruguayans take great pride in their literature, art, and music, including tango and candombe, a traditional Afro-Uruguayan rhythm.

In terms of natural beauty, Uruguay offers picturesque landscapes, including stunning beaches along its coastline. The country is also home to several national parks and reserves, providing opportunities for outdoor activities and wildlife observation.

Overall, Uruguay is a country that combines political stability, social progress, economic diversity, and a rich cultural heritage. It offers a high quality of life and a welcoming environment for visitors and residents alike.





Position Description

The Head of Junior School is to be the academic and administrative leader of the Junior School, participating in the development of the school's strategic direction, ensuring that all academic and non-academic activities are aligned with the school's Vision and Mission Statements, and Strategic Plan. This is a challenging opportunity for an experienced school leader and strong educationalist. With a strong emphasis on Safeguarding, academic achievement and holistic education, the candidate will not only have a passion for education but an understanding of the importance of Wellbeing within the context of our large but tight knit community. Outstanding organisational skills and a true understanding of people is key to success in this role.

KEY RESPONSIBILITIES:

- To oversee the Junior School's entire Educational Programme, maintaining excellence in all areas and aligning academic objectives with the school vision and strategy to ensure the best possible academic results whilst keeping pace with latest educational trends and use of technology for both teaching and learning.
- To ensure that student progress is tracked and underpinned by the use of quantitative data.
- To work in conjunction with the Head of National Programme and PYP Coordinator to ensure the Junior School is meeting all required national and international programme requirements and examination conditions.
- To be responsible for the implementation of policies and other decisions taken by the Principal and Board of Governors, identifying those that need reviewing and areas where new policies are required.
- To be the Junior School's representative before the community

and therefore willing to engage in extracurricular activities that go well beyond the realms of the classroom.

- To be a key member of the school's Senior Leadership Team along with the Principal, Head of Senior School and School Administrator.
- To oversee the Junior School timetable and Curriculum Design and development.
- To be responsible for the Professional Development of a large group of teaching and administration staff within the realms of the Junior School.
- To effectively line-manage the Junior Management Team and lead weekly meetings.
- To work in conjunction with the Head of Wellbeing to ensure the overall safety of every student within the Junior School, following understood Safeguarding and Child Protection procedures.
- To be responsible for the implementation of the Behaviour for Learning Policy in the Junior School.
- To be a key upholder of the School's history and traditions, working tirelessly to ensure the School vision is clearly articulated to the Junior School Community.

QUALIFICATIONS:

Master's Degree in Education preferred.

UK Teaching qualification or National Equivalent

Complete fluency in English and preferably a working knowledge of Spanish.

At least 5 years of experience in leadership roles in schools offering the PYP Programme and International Examinations.



The following are key competencies for this challenging role:

- Communication
- Interpersonal relations
- Problem solving & decision making
- External and organisational awareness
- Continuous improvement
- Strong academic vision
- A genuine passion for education and working with young people

The conditions of the contract will be highly competitive in terms of remuneration, benefits, full health coverage and housing, comparable to positions of a similar level of prestige and responsibility worldwide.

APPLICATION PROCEDURE:

Applications will be accepted from suitable well qualified candidates directly by our HR Department at hr@british.edu.uy, for the attention of the Principal.

APPLICATIONS SHOULD INCLUDE:

- A cover letter of application.
- Your CV with at least three references, one should be your current employer.
- A willingness to undertake Child Protection screening.
- Your education philosophy limited to one side of A4.
- Details of your current contract availability.

We reserve the right to close the application procedure early for the right candidate.

Interviews will take place online and depending on the suitability, in person in Uruguay.

CLOSING DATE:

August 31st , 2023

START DATE:

1st February, 2024

Location: Montevideo, Uruguay

School The British Schools

Position type: Full time



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