



Candidate Brief Principal,

Taylor's International School, Puchong

The World's 1st Quantum Learning Distinguished School

A milestone celebration of excellence in teaching and learning through the integration of research-proven methodologies of Quantum Learning.



Principal, Taylor's International School Puchong

Post to commence in January or August 2022

Dear Applicant

We are currently looking for a dynamic, experienced Principal who can lead the school in delivering high quality education in achieving its purpose, mission and business goals. He/She will have a clear, strategic vision and the ability to motivate and inspire students and staff, and deliver beyond parents' expectations. This is a great opportunity for an existing school leader to join and lead a team of superb staff who are committed to the continuous improvement of the school.

Taylor's International School, Puchong (TISPC) forms one part of the two campuses of Taylor's International Schools (TIS) in Malaysia, which offers a global learning experience based on the highly valued National Curriculum for England. TIS belongs to Taylor's Schools (<https://school.taylors.edu.my>), a group of 6 privately owned international schools in Malaysia and Singapore under the helm of Taylor's Education Group, a leading private education institution in Malaysia. The TIS brand has a clear ethos by which all schools will deliver holistic education that provides a solid grounding in raising the academic achievement of all students through inquiry processes and active learning. These schools are termed neighbourhood International Curriculum schools, as they offer the "best of east and west" – western curriculum with eastern values, by offering an international education with character building, to a majority of Malaysian students.

This post is a Senior Leadership role supported by a generous remuneration and benefits package reflecting the importance placed upon securing an individual of the highest calibre.

Details of the package will be discussed with all shortlisted candidates.

This brief provides information about the School; and outlines the scope and responsibilities of the post. You are encouraged to visit the school website and social media channels in order to gain a comprehensive overview of the school as a whole.

Should you be considering relocating overseas for the first time, Malaysia is an ideal location. English is widely spoken and the quality of life is excellent.

I hope that after having read the Candidate Brief and satisfied yourself that you have the necessary skills and experience to fulfil the role, that you will wish to pursue the vacancy further. All applications will be handled in the strictest confidence and the information you provide will be used solely for the purposes of recruitment.

Yours sincerely,

BK Gan

President, Taylor's Schools

Interested applicants should email their resume (including the contact details for three referees with one being your current supervisor), a passport photograph, and letter of application, addressing the job description, to SuetPeng.Wong@taylors.edu.my (only shortlisted candidates will be notified).

Candidate Brief

Principal, Taylor's International School Puchong, TISPC

Background

Taylor's Education Group (TEG)

TEG comprises of three distinct divisions:

1. Taylor's Higher Education. Within the Higher Education, we have the following Institutions:
 - a. Taylor's University. It is currently ranked as the:
 - i. Top Private University in Malaysia and Southeast Asia
 - ii. Top 50 University Under 50 In the World
 - iii. Rank 90 in Asia by QS
 - b. Taylor's College - Pre University courses - A levels and South Australian Certificate of Education
 - c. British University of Vietnam, Hanoi
2. Taylor's Schools where we have four brands and six campuses in Malaysia and Singapore
3. Taylor's Property which owns some of the properties which are rented to Taylor's Schools

The Purpose Statement of Taylor's Education Group:

**To educate the youth of the World to take their productive place as
leaders in a global community**

The Core Values of Taylor's Education Group:

RESPECTING and caring for each other
dedicated to a culture of **EXCELLENCE**
openness in **COMMUNICATION**
acting with **INTEGRITY**
Being **PASSIONATE** in what we do
Creating **ENJOYABLE** environments

Taylor's Schools

Taylor's Schools (TS), the largest family of private international schools in Malaysia, operates 6 international schools in Malaysia and Singapore under four distinctive brands, namely:

1. Garden International School - <https://www.gardenschool.edu.my/>
2. Nexus International School, Singapore - <https://www.nexus.edu.sg/>
3. Nexus International School, Malaysia - <https://www.nexus.edu.my/>
4. Australian International School Malaysia - <https://www.aism.edu.my/>
5. Taylor's International School, Kuala Lumpur - <https://www.tis.edu.my/campus/kuala-lumpur>
6. Taylor's International School, Puchong - <https://www.tis.edu.my/campus/puchong>

Taylor's Schools Office (TSO) (<https://school.taylors.edu.my/>) has been set up as the head office with a group of specialists in specific areas to support the strategic planning and efficient running of all the schools.

The Principal's role at TISPC involves regular interaction with the staff at TSO, and also with the Principals at the other Taylor's Schools.

The Mission Statement for Taylor's Schools for 2016 - 2025:

**To lay the foundation of lifelong success for our learners
To be a premier global education provider in the world**

Taylor's International School (TIS)

History of TIS

- 1991 - Started Sekolah Sri Garden (SSG) in Cheras, Kuala Lumpur as a Malaysian Curriculum school.
- 2011 - Introduced Sri Garden International in the same campus and started a four year wind down of SSG.
- 2014 - Renamed Sri Garden International as Taylor's International School, Kuala Lumpur (TISKL)
- 2015 - Started TIS's second campus in Puchong - TIS Puchong (TISPC)

TIS was designed as an International Curriculum school, targeting primarily Malaysian students. In order to do that, the majority of TIS's academic staff are Malaysian and the fee structure is at a more affordable level averaging RM30,000. All students at TIS study three languages; English, Bahasa Malaysia and Mandarin, and are involved in a holistic curriculum starting with IEYC and IPC in the Primary school, leading to CAIE IGCSE at KS4. TIS places an emphasis on developing the whole child through not just academic studies but also through sport and performing arts.

TIS is designed as a school with multiple campuses. As of now, we only have two campuses in the Klang Valley in Malaysia but are constantly looking at expanding the number of campuses. To effectively execute as "one school with multiple campuses", the campuses share the same marketing and ICT teams, and the Principals from both campuses work very closely together as a team.

Taylor's is a name that is synonymous to quality in education in Malaysia. With the adoption of the name Taylor's, one of the marketing highlights of coming to TIS is that through Taylor's, their child can complete their education all the way to tertiary with them. After IGCSE, TIS encourages students to seamlessly transfer to Taylor's College and University for A level, SACE and foundation courses.

Taylor's K to Grey Education Group



The majority of the teaching staff at TIS are local Malaysian teachers, who have had a different exposure to teacher training compared to expatriate teachers. To ensure consistency of approach and to further a student centered ethos, TIS partnered with the Quantum Learning Network in 2010 to upskill our teachers.

Quantum Learning Network (QLN) is a US based company dedicated to the development of teachers and students (www.quantumlearning.com). Trainers from the United States do yearly visits to the TIS campuses to train teachers and to provide a foundation to the weekly CPD sessions. One of the greatest advantages of Quantum has been a uniformed language for all the academic staff. Fast forward ten years, all teachers at TIS are now exposed to Quantum and the level of teaching within the classrooms has improved tremendously, In2020, QLN accredited TIS as the first Quantum Learning Distinguished School in the world.



Taylor's International School, Puchong

TISPC is located in the suburb of Puchong, a town in the state of Selangor in Malaysia, about 30 minutes' drive from Central Kuala Lumpur.

The campus is built on a 7.88-acre site and complete with state-of-the-art facilities to provide a conducive world-class learning environment for up to 2,000 students. The campus won the prestigious FIABCI Purpose Built Property Award for the year 2017.

TISPC currently provides quality education to close to 1,200 students from Nursery to Year 11 through the English National Curriculum using International Primary Curriculum (IPC) and IGCSE courses. The school is proud of its 34 different nationalities on roll but currently caters mainly for Malaysian students seeking an Internationally recognised Curriculum. As such, the majority of the students are Malaysian nationals.

TISPC is administered by a Board of Governors (BOG): made up of the owners, President of TS and an independently invited Chair of Governors. The School Leadership Team meets once a month with the President of TS and four times a year with the BOG. The Board delegates responsibility for the leadership, management and operation of the school to the Principal.

This position reports to the President of TS who also holds the role of Chief Operating Officer of TS



Our Student Outcomes:



PASSIONATE LEARNERS

We encourage students to be enthusiastic, inquisitive and to use initiative in their learning.

We want to nurture a passion for learning that inspires them to be self-motivated, and always strive for the best, to know their purpose and seek out new knowledge.

GLOBAL CITIZENS

Our programme also exposes students to global themes that will give them a better understanding of the world, to be considerate of others perspectives, how their actions may impact others and the environment, and how to contribute positively to enrich the world.

RESPECTFUL AND CARING INDIVIDUALS

Students will learn to respect themselves, the community and the environment. We will nurture qualities in students that will help them care for their surroundings and for others, to practice good manners and to pursue healthy lifestyle choices.

RESPONSIBLE LEADERS

Students are guided to become exceptional leaders for the future. They will learn to be responsible and conduct themselves in an exemplary manner, to be productive and inspire the best in others for the greater good.

RESILIENT INDIVIDUALS

We aim to produce confident, articulate and analytical learners who can embrace change in an ever- evolving environment. Students will learn to become focused, independent spirits who are enterprising problem solvers.

Achievements at Taylor's International School Puchong

Academically, the IGCSE 2020 cohort saw 62% of all grades A/A* and 89% A* to C. These excellent results are very much in keeping with previous years. In addition, two students achieved the CAIE Top in the World awards for Additional Mathematics and Co-ordinated Sciences (Double Award), and one was awarded "High Achievement in Music" for the Outstanding Cambridge Learner Awards 2019.

The school's Performing Arts students have shown themselves in a strong light having presented major musicals such as Peter Pan, Hairspray and Footloose for three consecutive years as well as other music performances. The Performing Arts students have also represented the school to compete in different performing arts competitions throughout the year, including staging the annual "Taylorian Rhapsody" - a pageant of music encompassing a broad variety of genres from traditional Malay music to Classical, Jazz, Rock and Popular Music. This is further supported by the "Taylor's Got Talent" competition; a very popular event that is open to students across the age range.

In sport, the school is building strong teams that have competed in inter-school competitions through its membership of KLISS, and have won numerous events against both international and local schools in Malaysia. Students from the school have represented the State of Selangor and Malaysia.

Current Development Plans



Primary School: The Early Years Phase is currently undergoing development in order to further improve the educational experience for students. This includes remodelling and relocating this important part of the school and upgrading facilities. The major physical enhancement in the school has been the addition of the attractively landscaped Early Years Exploration Garden. Based on the teachings and theories of Elizabeth Jarman, the Early Years garden is about learning through play and that learning should be dynamic and in doing so encourage intrinsic discovery of the world. The new area is about optimising our learning spaces and creating a varied and nurturing experiential learning environment for our youngest, who are also learning through play, whereby a small stream, a sandpit, a sensory path and a garden to grow plants in are learning points. Each section is designed with a purpose where children will be able to develop their skills and knowledge.

Elsewhere in Primary the focus has been on the gaining of skills necessary to master the IPC (International Primary Curriculum). This is being achieved through workshops, CPD sessions and individual mastery and observations by leaders. Our teachers are rapidly enhancing their skills and impact as great teachers.

Secondary School: The current focus is on the transition from Year 6 and improving the KS3 experience to include a greater focus on entrepreneurship and STEAM-related learning initiatives. This year saw an initiative that was based around a purpose-built classroom for developing coding skills using Arduinos and Mindstorms robotics kits. Learners from Years 7, 8 and 9 have had exposure to these experiences, with the emphasis on developing and expanding the opportunities further specifically for Year 7. The coding skills are embedded into the curriculum as they continue their learning journey further into Year 8 and 9, giving them a clear pathway for software and programming opportunities for IGCSE options in the future, like Computer Science.

Following the third and best ever set of IGCSE results, (89% A-C pass rate) experience of leading and enhancing individual student progress, tracking and support structures is a strong advantage so as to ensure continued growth and development of academic quality in a competitive school environment.

In addition, the international learning experience continues for Year 9s, where there are opportunities of being offered a Performing Arts, English and History trip to the UK Further opportunities both in and out of Malaysia that offer blended learning opportunities are being sought out as well to develop this aspect of our operations.



Role description

Key Responsibilities as a Principal

- Work with the President of Taylor’s Schools and Principal of TISKL on the Strategic Planning and Development of the school to ensure innovation in educational opportunity in support of the priorities of Taylor’s Schools.
- Leadership of the Heads of Schools and all staff.
- Recruitment of school staff, implementing performance monitoring systems and ensuring performance development programs meet the needs of the School and its staff.
- Promotion of innovation and personalized learning at all levels of the School so as to consistently achieve high academic standards.
- Ensuring that programs in the School are aimed at developing each child towards achieving the best student outcomes and that character building is embedded in all School operation/activities.
- Ensure smooth and efficient operation and development of the School and its facilities
- Understand how to blend the “best of east and west” to create a distinctive positioning for the school
- Drive the Student Acquisition process of the school with passion and a focus on excellence in service that grows the number of students
- Collaborate and build high performing teams, and be able to inspire, motivate and develop sustainable relationships with all members of the school community
- Sound business acumen with the ability to manage financial budgets with astuteness.
- Engage with students, teachers, parents and community leaders in a manner that is open, inclusive and conveys the values of the organisation and school



Job Requirements

- Minimum 15 years’ of relevant work experience with at least 8 years’ experience as a school leader preferably in a medium to large international school at the Principal/ Headteacher level
- Strong academic credentials including, but not limited to, knowledge of curriculum, instructional practice, student learning styles, innovative educational practices and student assessment.

Applicants should demonstrate

- Strong academic leadership skills and a deep commitment to improve academic and pastoral quality.
- Ability to create and communicate a clear and compelling view for the future of the school.
- Strong collaborative management style, and ability to develop and participate effectively in teams.
- Evidence of positive personal contributions to the school ethos
- Excellent communication skills - both verbally and written that embrace diplomacy and respect.
- A willingness to positively engage with the parent body and local community in promoting the school and encouraging critical friendship.
- Personal resilience and the ability to engender the best in others through understanding
- A global perspective / internationally minded
- Passion and energy when working with others
- Awareness of the challenges facing a private International school in an increasingly competitive market.

Key Performance Indicators (KPIs)

- Enrolment and retention of students in school and optimum utilisation of school facilities.
- Customer satisfaction with the delivery of education offered.
- Achievement of profit and revenue targets.
- Meeting the quality and performance standards set for schools.
- Staff satisfaction and morale.

Living in Malaysia



The country is multi-ethnic, and multi-cultural, with three main ethnic groups that make up “1 Malaysia” (Malay, Chinese and Indian). The constitution declares Islam the state religion while protecting freedom of religion. As a multi-ethnic country Malaysia is a fascinating place to live with many cultural festivals and a wide choice of superb food.

The climate in Malaysia is tropical. The north-east monsoon (October to February) deluges Borneo and the east coast in rain and often causes flooding, while the west coast (particularly Langkawi and Penang) escape unscathed. The milder south-west monsoon (April to October) reverses the pattern. The southern parts of peninsular Malaysia, are exposed to both but even during the rainy season, the showers tend to be intense but brief. It is simple to say that the weather in KL, is either hot and wet, or hot and dry!

Living in KL is a very pleasant experience. Housing is reasonable and there are many options in terms of where to live and types of accommodation. New staff are often amazed at how inexpensive supplies and services are especially when compared to Europe – though there are times when it is necessary to remember that Malaysia is a developing country.

For those who like travel, Kuala Lumpur acts as a gateway to destinations all over South East Asia and beyond. Being a base for Air Asia, fares to many cities in the region are relatively inexpensive.