



UWC South East Asia
HEAD OF UWCSEA EAST

August 2023



Contents

An introduction to UWCSEA	1
Learning programme	3
UWCSEA community	4
Campuses and facilities	6
UWCSEA and the UWC movement	7
The position	8
The person	10
How to apply	11

We encourage candidates to explore the digital resources linked throughout this document, indicated by this symbol 



📌 An introduction to UWCSEA

Widely recognised as a global leader in international education, United World College of South East Asia (UWCSEA) has been providing a holistic, values-based education to international students for over 50 years. A member of the UWC movement, and a K–12 school educating 5,799 students and over 300 boarders from over 100 different nationalities across two campuses in Singapore, UWCSEA is among the largest international schools in the world.

The College is characterised by:

- A determined commitment to the mission and values of the UWC movement. These are embedded in the learning programme, clearly differentiating the College from other international schools.
- A commitment to being a learning institution that continually improves; sustained strong demand for the College's offering is evidence of its continued success in responding to opportunities.
- An intentional approach to welcoming and celebrating diversity in our community through both our student admission and staff recruitment policies that is underpinned by our deep commitment to the principles of DEI.
- A reputation and location in Singapore that attracts the highest quality teachers in international education, and a teaching and learning environment which retains them.
- A highly professional and committed administrative and support staff, who provide operational expertise and are fully committed to the mission and values of the College.
- A talented, committed and diverse student body. Academic results are outstanding and student success is valued in all five elements of the learning programme.
- A dynamic and involved parent community that supports and challenges.
- High demand, with applications exceeding the number of available places for students.
- Investment of a percentage of income in scholarships for students each year. These scholars come from a variety of cultural and socio-economic backgrounds.
- A focus on developing ethical students with a readiness for action.

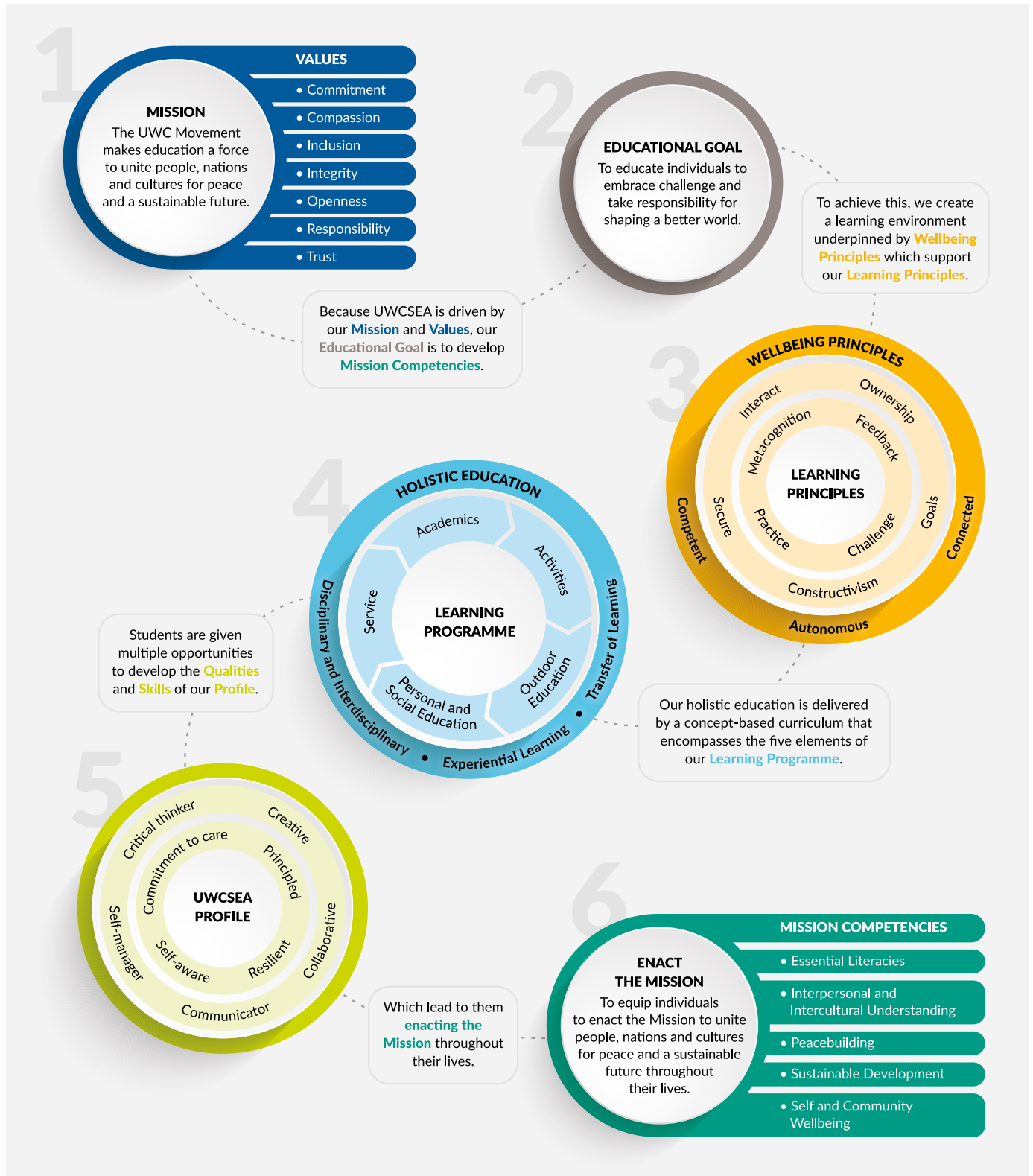
UWCSEA's two campuses are united by a common mission and educational goal, and by the **values, wellbeing and learning principles** and **UWCSEA profile** that govern our daily interactions. The wellbeing and learning principles in particular, as an agreed and common view of how students learn best, and therefore how best to teach them, help to ensure that our teachers take a common approach to student learning and development.

Most importantly, our campuses are connected by a shared **Learning Programme**, which is made up of five elements: Academics, Activities, Outdoor Education, Personal and Social Education and Service.

Both campuses are overseen by the Head of College, under a single Board of Governors.

UWCSEA Guiding Statements

Because UWCSEA is driven by its **Mission**, **Values** and **Educational Goal**, we create an environment that is underpinned by **Wellbeing** and **Learning Principles**, and provide a holistic **Learning Programme** that develops the **Qualities**, **Skills** and **Mission Competencies** that enable students to live the **Mission** throughout their lives.



Learning programme

The learning programme at UWCSEA consists of five interlinking elements: Academics, Activities, Outdoor Education, Personal and Social Education and Service. Each of the five elements of the programme is developed to ensure that the students are gaining experience and knowledge that will help them to develop as independent learners and global citizens.

Academics

The academic programme culminates in the UWCSEA High School and IB Diploma Programme in Grades 11 and 12, with students following a UWCSEA-designed programme in Primary, Middle and High School (K1 to Grade 10). Depending on their campus, students in Grades 9 and 10 can opt to complete the two-year (I)GCSE programme, can elect to follow the more modular UWCSEA Grade 9 and 10 Courses, or can choose a combination of (I)GCSE and UWCSEA Courses before undertaking the UWCSEA High School Diploma and the IB Diploma in Grades 11 and 12.

The **IB Diploma results** are outstanding with the Class of 2022 (576 students) receiving an average of 38.2 points. 43.7% received more than 40 points and 20.7% graduated with a bilingual diploma. Every year, our graduates are accepted into their **universities of choice** and attend best-in-field institutions in the Australia, UK, US and a number of other countries around the world. A number of students complete their National Service in Singapore before taking up their studies again, and others elect to complete a gap year before commencing university studies.

Activities

The College offers an extensive Activities programme to students. Founded on the notion of breadth of opportunity as well as mastery, students have the chance to develop new skills, explore new interests, pursue their passions and be successful beyond the classroom. The myriad opportunities encourage connections across age-groups and school sections as our students interact with like-minded peers. Self-discovery and self-management are key outcomes of participation and engagement.

Outdoor Education

The Outdoor Education programme is a central part of the College educational philosophy and a powerful part of the UWCSEA educational experience. Outdoor Education experiences begin in Kindergarten 1 and, through careful planning and building of skills, understanding and confidence, culminate in Grade 11 students undertaking their own personal expedition. In all cases, students are asked to stretch themselves to experience new things and to improve their team-building and leadership skills, resulting in greater resilience, empathy and self-awareness.

Personal and Social Education (PSE)

The PSE programme influences the ethos and atmosphere of the whole College. It is of crucial importance in making students feel secure, valued and encouraged in their learning, growth and social development. Self-confidence and self-esteem are built through all aspects of the learning programme, but making PSE a unique strand ensures that time is dedicated to this important part of the student experience. From younger students identifying and celebrating mastery of new skills to Grade 12 students using their self-knowledge to select their path after graduation, the PSE programme is a dedicated time for students to explore their identity and place in the world.

Service

UWCSEA has service at the heart of its mission, and service is a vital aspect of the learning programme. Long before the concept of service became common in schools and a compulsory element of the International Baccalaureate, all students at UWCSEA were involved in local service. Today, the Service programme at UWCSEA is a model of how meaningful action by individuals and groups can help students to grow and develop as compassionate people and active agents of change. The breadth and complexity of the Service programme at UWCSEA requires leadership, staff and students to make an enormous commitment to putting ideas into action.



UWCSEA community

Students

Students at UWCSEA are selected through a process that takes a **holistic view**. Previous school reports and references, as well as the student's potential to contribute, support and participate fully in the life of the College are all taken into account. The process results in a remarkable student community which is characterised by their energetic commitment to the mission and values of the school and their drive to have a positive impact on the world. There are around 100 nationalities and over 80 home (first) languages among the student body at the College.

Boarders and Scholars

There are 310 young people aged 13 to 18 years in the residential boarding houses on the Dover and East campuses. The diversity of the boarding community includes students of very different cultural, educational, linguistic and socio-economic backgrounds, who add a wonderful dynamic to the wider community on campus. The boarding community includes a number of scholars (students attending on scholarship). The Scholarship Programme supports approximately 100 scholars from around the globe. Most come to the College to complete the IB Diploma in Grades 11 and 12.

Student numbers

School	Dover Campus	East Campus	Whole College
Infant School (K1–G1)	288	331	619
Junior School (G2–G5)	671	673	1,344
Middle School (G6–G8)	781	601	1,382
High School (G9–G12)	1,268	1,003	1,683
Boarders (G8–G12)	162	148	310

While scholarship students must have the academic ability to meet the demands of the UWCSEA learning programme, they are also selected on the basis of their potential to have a positive impact on the local and global community. Many scholars are selected by one of the 156 UWC National Committees, a network of volunteers around the world who find students who will benefit from, and contribute to, the UWC mission. Others are selected through UWCSEA's own projects within the Asia-Pacific region. Funding for scholarships is generated through school fees, the UWCSEA Nominee Programme (UNP), corporations, National Committees, parent and alumni donations.

Faculty and staff

The College employs 591 teaching staff and 567 administrative and support staff. The majority of teachers are from: Australia, Canada, New Zealand, Singapore, UK and the US, while the majority of administrative and support staff are Singaporean. Over 55 nationalities are represented across the staff. All teachers and many support staff participate in the Activities and Service programmes, and are involved in trips and expeditions each year. The College places a premium on professional development, and with a large staff, the scope for professional learning is extensive. The Professional Learning Programme brings high quality professional development programmes and conferences to campus and supports opportunities through external providers as well as collaboration with colleagues.





Dover Campus



East Campus

📍 Campuses and facilities

📍 **Dover Campus** occupies 11 hectares in the central area of Singapore. Modern and well-equipped, the campus offers specialist facilities which allow a wide range of educational activities. A multi-year US\$60 million programme to enhance and rebuild many of the Dover facilities included the retro-fitting of the campus operations to align with the Singapore Building and Construction Authority's Green Mark Platinum Super Low Energy award.

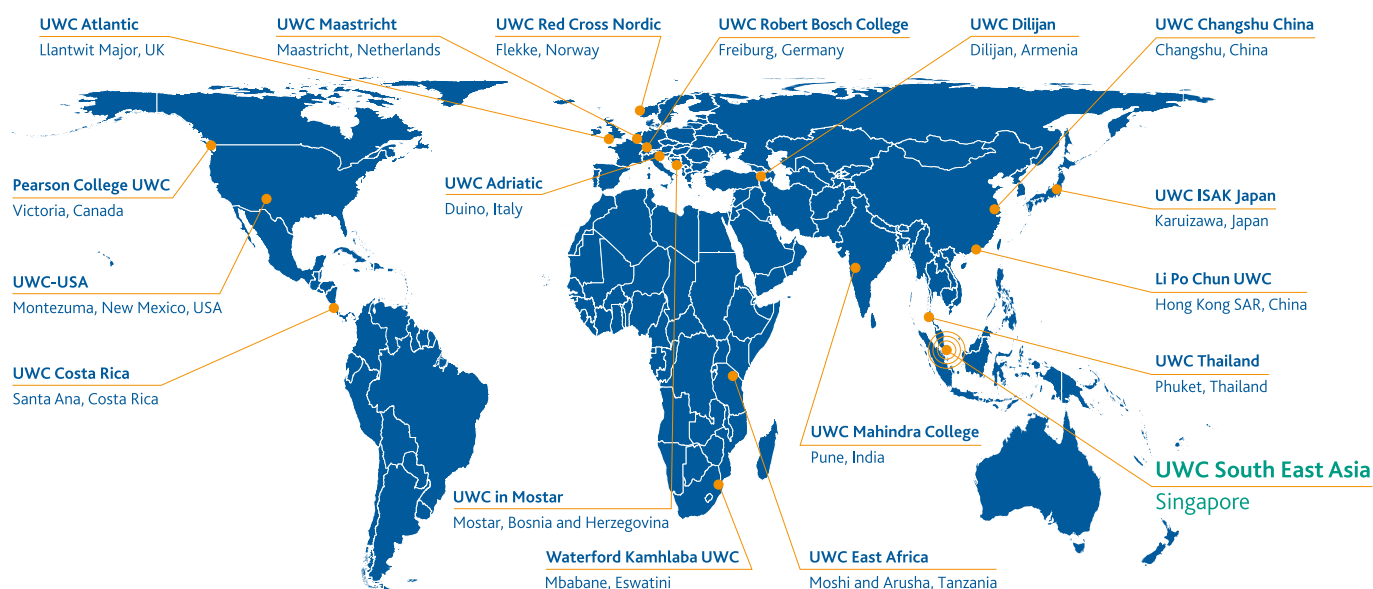
📍 **East Campus** occupies five hectares in the fast-growing hub of Tampines, situated in the north east part of the island. Purpose-built in keeping with our sustainability goal, with close attention to environmental and energy impact, the campus has consistently maintained operating standards set by the Singapore Building and Construction Authority, most recently being recognised as a Greenmark Platinum Super Low Energy site. The thoughtful campus design provides a wide array of specialist facilities which support students as they engage in all five elements of the UWCSEA Learning Programme.

The facilities on both campuses play an integral role in delivery of UWCSEA's learning programme for all students, as they engage in hands-on, experiential learning in their physical environment. The College has a 1:1 laptop/tablet scheme for all students K-12 using Apple technology. A team led by the Head of Digital Learning Technologies on each campus ensures that technology is integrated into classrooms in educationally appropriate ways.

UWCSEA and the UWC movement

"I regard it as the foremost task of education to insure the survival of these qualities: an enterprising curiosity, an undefeatable spirit, tenacity in pursuit, readiness for sensible self-denial, and above all, compassion."

Kurt Hahn, Founder, UWC movement



The UWC movement was founded in 1962 by the German educationalist **Kurt Hahn**. Hahn was a leading figure in the creation of the concept of experiential learning. He believed that education was about the development of the whole person and should prepare students for life, not just for university.

Hahn founded the UWC movement based upon the ideals of a holistic, experiential, values-based education. His philosophy can be encapsulated in the phrase *Plus est en vous*—there is more in you (than you think). Today, there are 18 UWC schools and colleges around the world, with UWCSEA in Singapore being the largest of these. As well as providing an international education for young people living in Singapore, each year the UWC movement and UWCSEA provide scholarships for more than 100 students from all over the world to attend UWCSEA.

"Education might be the vehicle but we exist to make the world a better place. UWC exists to educate a generation of people who believe that they can take responsibility for the world."

Faith Abiodun, Executive Director, UWC International



The position

Job title

Head of UWCSEA East

Location

East Campus at UWC South East Asia in Singapore.

Reports to

Head of College

Position summary

The Head of East Campus is the educational leader of the Campus. In partnership with the governors and the Head of College, the Head of Campus has overall responsibility and accountability for student learning, well-being, global citizenship and the culture of the East Campus as a whole. The Head of East Campus partners with the Head of Dover Campus, Chief Operating Officer, Director of Engagement and External Relations and the Head of College to form the College Leadership Team (CLT). Together with UWCSEA Board Governors and Advisors, the CLT is responsible for the overall governance and operations of the College.

To provide visionary leadership for the College; to create, maintain and develop the conditions which enable students and staff to succeed. Work closely with the Head of Dover Campus and other key stakeholders including the CLT to inspire and motivate others within an exceptional learning environment.

To work closely with key stakeholders in implementing the College Strategy (2023 onwards) and in planning for the College's role in shaping future teaching and learning. Working together with members of the UWC movement and other key stakeholders, to develop inclusive education pathways for the future.

To promote the five elements of the UWCSEA learning programme, working to develop even greater alignment and integration in the delivery of a truly holistic curriculum.



Key roles and responsibilities

Strategic direction and development of the College

- Lead various groups to successfully develop and improve an already thriving campus as part of UWCSEA's vision of 'One College, Two Campuses' in Singapore, and to support this by work with the CLT to implement the strategic plan
- Work with key stakeholders to form an increasingly outward-facing College which works with others—in a climate of mutual challenge—to champion best practice in teaching and learning drawing on and conducting relevant research and robust data analysis
- Advise the Board of Governors (through CLT) on the formulation of policies and their implementation, and attend meetings of the board and its committees as requested

Teaching and learning

- Oversee the curriculum, pastoral care and the administration of the campus to ensure that these are delivered to meet the needs of all students. Demand ambitious standards for all, advancing equality and equity, instilling a strong sense of accountability in staff for the impact of their work on student outcomes
- Secure rich learning opportunities, monitor the curriculum for quality and impact while ensuring student wellbeing

Professional Development

- A strong commitment and proven experience in promoting continuous professional development for teaching colleagues, including personal commitment
- Develop effective relationships with fellow professionals and in government and business to support the College strategy and future focus

Accountabilities

- Work closely with the Governors and Board sub-committees and secure a positive working relationship with all Governors
- Provide information, objective advice and support to enable the Board to meet its responsibilities—in particular its functions to set strategy and hold the Head to account for student, staff and financial performance—recognising that the Board is accountable for the success of the school
- Be a designated Safeguarding Lead on East Campus and be accountable for all elements of this role
- Distribute leadership throughout the campus, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making
- Hold all staff to account for their professional conduct and practice, addressing any under-performance, supporting staff to improve and valuing excellent practice

The person

Qualification

- A professional teaching qualification from a recognised institution. At minimum a good undergraduate degree, ideally a postgraduate degree, from an established university

Experience

- A track record of highly successful school leadership experience in an international context
- Demonstrable success in managing productive, generative relationships with a range of different stakeholders in an international school environment
- Proven experience of leading, developing and motivating high calibre teams with a clear commitment to the continuing professional development of all colleagues

Skills and qualities

Leadership qualities

- A highly visible senior leader with the character, energy and ambition to inspire and motivate colleagues and students alike, and to gain their respect
- An educational leader with a high degree of personal and professional integrity
- An individual capable of sustaining their own motivation and that of their staff, and who has a duty of care regarding staff welfare

Management skills

- With the CLT, advise the governing body on the formulation of the annual budget in order that the College secures its objectives; and ensure the regular monitoring of the budget and the oversight of the use of resources
- Play an active role in the development of both College policies and campus practices by ensuring that agreed policies, practices and procedures are implemented in accordance with College strategy and Board expectations
- Within established frameworks, manage risks and accountabilities. Ensure that the College's systems, operations and processes are well considered, efficient and fit for purpose, upholding the principles of transparency, integrity and probity
- Strategic insight and advocacy for the campus within the framework of the College's Strategic Plan
- Ensure effective succession planning across teams: succession planning through identifying emerging talents; coaching current and aspiring leaders in a climate where excellence is the standard
- Lead the teaching and non-teaching staff in various configurations, and oversee the implementation and further development of the Professional Learning Programme. Shape the current and future quality of the teaching provision through high quality training and sustained professional development for all staff
- Deploy staff efficiently and effectively to ensure the maximum benefit and impact for the students, including as part of the Business Continuity Plan
- Delegate responsibilities and set appropriate expectations of all staff

Personal attributes

- A leader who displays deep commitment to the UWCSEA mission and values, and clearly demonstrates the skills and qualities expected of a UWCSEA community member
- An internationalist, with high levels of cultural sensitivity, an awareness of the complexities of operating in a multilingual environment and a demonstrated passion for international education
- Leads people with empathy and kindness
- A high degree of personal resilience
- Champion Safeguarding as a non-negotiable

How to apply

The position is a **five year contract starting August 2023**.

Interested candidates should apply directly to the College by **31 October 2022**.

To apply, please email your current CV, together with a 500–750 word statement on your motivation and relevant experience for the position, to the attention of **Manju Kohli**, Director of HR via hrdirector@uwcsea.edu.sg. The email subject line should reference '**Head of UWCSEA East**' and be received by **11.59pm** on **31 October 2022**.



Commitment to Child Safeguarding

UWCSEA takes very seriously its responsibility for safeguarding our students against abuse and neglect. We expect all staff and other adults associated with the College to share this commitment and to immediately report any concerns regarding a student's safety or wellbeing. For details on reporting and responding to child safeguarding concerns please see the staff safeguarding website on the staff portal or contact the College Safeguarding Lead at safeguarding@uwcsea.edu.sg.

Our Commitment to Diversity and Inclusion

UWCSEA is an equal opportunities employer, and welcomes applications from those who wish to join a community which is inclusive, and which celebrates diversity.



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