



WELLINGTON COLLEGE
BILINGUAL SHANGHAI

POSITION: Principal

ABOUT US

Wellington College Bilingual Shanghai opens in August 2018 for boys and girls aged 2-18 years, aimed at providing a Wellington College education to Chinese national families. The school is currently being built and its facilities have been designed to be world-class. The design and appearance echo the distinctive classical style of Wellington College in Berkshire.

Wellington College Bilingual Shanghai is the third member in the Wellington College China family, and benefits from strong partnership and collaboration with Wellington College International Tianjin and Wellington College International Shanghai. The college aims to be the leading and most inspirational bilingual education provider in Shanghai. In achieving this aim, it will be actively building upon the long and successful history of Wellington College in the UK, comparing favourably with the very best schools around the globe, with a reputation for breadth of excellence, both in provision and achievement.

The school will be led strategically by a Board of Governors made up of local representatives and those appointed by Wellington College, all of whom are fully committed to establishing Wellington College Bilingual Shanghai (WCBS) as the best provision in the region. Vital to achieving this aim is the appointment of a strong and effective leader for the British curriculum, a team player, with a commitment to continual self-improvement in all areas of school life. The Founding British Principal of WCBS will have demonstrable, robust experience of outstanding school leadership, preferably with significant involvement in the start-up of a new school.

Wellington Identity and Values

Wellington College is one of the most respected schools in the UK and is considered to be a leader in pioneering and transforming education for young people. It is a vibrant and popular co-educational school, named best in England by Tatler Magazine in 2015, where pupils learn to be leaders for life. The College has celebrated over 150 years of commitment to providing the highest possible standards of education and plans to continue to push the boundaries as it strives for further excellence in all areas in the 21st century.

Wellington College adheres to the highest academic standards and provides pupils with the knowledge, skills and life expertise to achieve their personal best. However, an education based solely on exams does not fully develop each individual's potential. The desire is that Wellington College affords every child the opportunity of growth and fulfilment in a setting which imbues the Wellington Values: Kindness, Courage, Integrity, Respect and Responsibility.

The vision for establishing Wellington College Bilingual Shanghai is to offer pupils access to an education rooted in the traditional values along with the progressive approach to learning that is synonymous with Wellington College. The aim is to inspire pupils to be intellectual, independent, individual and inclusive; the Wellington Identity. This will be based on a model that establishes a strong understanding of the rich and deep heritage and culture of China and



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being Chinese, while also establishing the aptitudes and knowledge needed to be an effective global citizen. Establishing Wellington College Bilingual Shanghai aims to prepare pupils for success during and after life at the College.

As an institution, the College will represent a marriage of traditional values and evidence-based practice from the UK and China. A place where excellent education provides children with an increased chance of success in school and later in life, thereby contributing to creating a society where opportunities are abundant.

The Curriculum

Wellington College Bilingual Shanghai will offer the English Early Years Foundation Stage curriculum. Bilingual immersion will ensure that children have a 50/50% exposure to Chinese and English in the Early Years. For pupils between the ages of 6 to 15 years of age, the College will offer the Shanghai curriculum but within a framework that promotes the Wellington philosophy and approach to learning. The older pupils will be prepared for the International General Certificate of Secondary Education in the Senior School and A-levels in the Sixth Form, with the intention of offering IB Diploma as the College matures.

A unique feature of all the Wellington family of schools is the Wellington identity, values and aptitudes which influences everything the pupils will do at Wellington College Bilingual Shanghai, both inside and outside the classroom. The intellectual basis for this educational approach is the world-famous work of Professor Howard Gardner at Harvard, on the 'multiple intelligences' that all humans possess. Each of these intelligences, or aptitudes, is embedded in Wellington life, providing direction to the development of individual education. In this fashion the whole child is prepared to manage self, manage relationships and manage their own learning, work and performance. The intelligence/aptitudes include; linguistic, logical, social, personal, cultural, physical, moral and spiritual.

An extensive extra-curricular programme of sports and other after-school activities will be provided to enrich and broaden the education offered. Indeed, high quality pastoral provision is central to the Wellington philosophy with a thriving House system and a purposeful Well Being programme features of all Wellington schools.

Basic Information

JOB TITLE	Principal	DEPARTMENT	Academic
SUPERVISOR	Executive Master		

OBJECTIVES

The Chair of the Board of Governors and Executive Master are currently seeking to recruit a Principal to lead the College from August 2017. Reporting to the Executive Master, the Principal is the educational and administrative leader of the school and will be responsible



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for standards within the college's academic programme, retaining and building a high-quality faculty, exemplifying and protecting the school's culture of excellence, organising and managing the school's operations, developing relationships within and outside the school community. The Principal is accountable to the Executive Master of school and should strive for best practice at all times and in all areas of school life.

The Principal must provide professional and energetic leadership of learning and teaching and secure the highest quality of pastoral care, in association with other leaders. Taking the responsibility for the British curriculum and its integration into the bilingual context of the College, the Principal will lead on curriculum development, quality of teaching and pupil achievement.

KEY RESPONSIBILITIES:

Reporting to the Executive Master, the Principal will be responsible for:

1. Providing strategic direction and leadership to the school.
2. Serving as instructional leader to develop a system for continuous improvement of teaching and learning. This includes leading on curriculum development, specifically for the international components of the curriculum
3. Standards of student achievements and outcomes.
4. Providing continuous professional development of staff.
5. Ensuring an orderly, stimulating and motivational culture with a strong sense of school community.
6. Recruiting high quality teaching and support staff in a timely manner.
7. Establishing a strong understanding of Wellington College and its preparatory school, Eagle House's, ethos and traditions as well as programmes of study, procedures and practices in all aspects of school life.
8. Marketing the school through the building of strong links with the community and business interests in Shanghai. Reviewing and producing materials to inform all stakeholders and prospective pupils.
9. With the support of the Executive Master, reviewing and operating budgets and providing financial accountability.
10. Ensuring the school British curriculum is of an excellent quality and integrated fully within the bilingual context of the College through effective planning,
11. Registrations with examination boards are up to date and appropriate accreditation is sought and maintained.



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12. Working with the Executive Leader to produce an annual school strategic plan with appropriate school policies reviewed in an agreed cycle.

13. Operating a risk management strategy including all aspects of Health and Safety provision.

14. Ensuring that the physical resources of the school are utilised as effectively and efficiently as possible.

15. Ensuring the provision of high quality learning through excellence in service delivery and performance management of people and resources.

16. Ensuring the necessary systems and policies are in place and implemented to support and maintain a flourishing school.

Main duties and responsibilities:

Leadership

1. Providing dynamic, consistent and motivational leadership for the school and its staff, ensuring the successful delivery of the vision, ethos, aims and objectives
2. Providing a diplomatic leadership role within the school community.
3. Taking personal responsibility for improving children's eagerness to learn and mitigating the problems they face.
4. Developing and maintaining respect across all stakeholders, inspiring individuals to contribute positively to shared ideas and plans for the school.
5. Attending, and contributing to, Board meetings as required by the Executive Master.
6. Setting the tone and modelling the Wellington Core Values
7. Keeping the Executive Master informed of issues relating to the operation and governance of the college.
8. Participating in the evaluation of the Board, the school and him/herself in relation to the work and success of the school.

Educational Attainment and Delivery

1. Creating a culture and environment in which young people thrive and thus driving up educational standards and improving outcomes for all. This includes working in partnership with other leaders to ensure the British component of the curriculum is fully integrated into the bilingual context of the school.



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2. Ensuring that a modern, 21st century curriculum is developed and delivered through effective learning and assessment practice. This includes leading on the Wellington and British components of the curriculum and associated learning, teaching and assessment practices.
 3. Driving innovation in education, ensuring that the school is able to respond to a changing external environment and that the skills, learning and aspirations of the pupils are developed and enhanced at all stages.
 4. Ensuring that a high quality education experience is available for all pupils who attend the school through implementation of effective monitoring practices
 5. Implementing the Wellington Identity by nurturing and developing the Wellington Aptitudes that lie within each child and ensuring this philosophy underpins a personalised learning approach

Partnerships

1. Working in partnership with parents to raise educational standards, promoting lifelong learning, and improving outcomes for all.
2. Fostering and enhancing strong links with Wellington College UK, Wellington College International Shanghai, Wellington College Bilingual Shanghai, Wellington College International Tianjin and other Wellington schools.
3. Engage with the community and stakeholders in a way that promotes and protects the reputation of Wellington.
4. Working with other public and voluntary sector agencies, clubs and societies in the local community to develop extended services to enable the wider community to access knowledge, skills and learning opportunities.
5. Supporting and developing public service, internationalism and social enterprise activities.

Resources and Performance Management

1. Being resourceful and robust enough to manage the start up of a new school: from delivering a strong marketing initiative to a variety of potential stakeholders to effectively recruiting a top class staff team.
2. Delivering effective operational management for the school within the school's budget and in accordance with financial probity.



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3. Developing and implementing a performance management framework for the delivery of high quality services through high quality people performance.
 4. Working to, and reporting on, targets for achievement and operation of the College, and personal targets as agreed by the Executive Master.
 3. Setting high standards and expectations for personal, pupils', staff and governors' behaviour and actions in support of the achievement of the College's intended outcomes.
 4. Managing, developing and motivating a committed, effective and diverse workforce that has a clear understanding of the vision of the school and where individuals have personal role clarity enabling and promoting high quality learning.
 5. Developing strategic approaches to support and monitor positive transformational change across all aspects of school life.
 6. Work with the Executive Master to ensure the organisation structure and ways of working support effective education and learning.
 7. Providing and developing positive solutions to achieve diversity, dignity and equality in all aspects of service delivery and engagement with the broader community.
 8. Acting in accordance with legislation affecting the conduct of the school, particularly that governing health and safety matters and employment rights.



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Personal Specification

	Essential	Desirable
Education Attainment		
General Education	Honours degree PGCE/ QTS	Masters degree e.g. MEd, MBA
Knowledge & Experience		
Knowledge of	The UK education system	Independent education in the UK
Understanding of	International independent education	
Experience in	Managing a school at a senior level e.g. Headteacher Primary/Prep school leadership Managing budgets	Led an international school
General intelligence		
General reasoning ability	Clear thinker	
Skills and special aptitudes		
Mechanical	Strong pedagogical knowledge and understanding	
Skill with words	Highly fluent and personable communicator; articulate, persuasive	Ability to speak a second language
Skill with numbers	Financially astute; commercially sharp	
Ability to	Build and develop relationships with a diverse range of stakeholders	
Interests		
Intellectual	Commercial and educational judgement combined with strong intellect and analytical ability	
Practical/constructional	'Can do' approach/pragmatic	
Community	Appreciation & commitment to collegiate life, values & aims of Wellington College & Wellington College China Globally minded	
Disposition and personal Qualities		
Reliability	Integrity. Deliver consistent high performance; tenacious;	



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Stability	trustworthy; strong sense of purpose Calm under pressure; role model
Discretion & Diplomacy	Discreet and culturally aware
Leadership	Provides insightful leadership; personally credible
Impartiality of judgement	Impartial; not swayed by others influence
Self-reliance and self-motivation	Self-starter; initiative and solutions driven; highly motivated to succeed; results driven
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Circumstances	
Mobility	Able to travel internationally
Domicile	Shanghai, China