

Head of English

Playing a pivotal role in the next phase of our school's development, including building and refining our English stream curriculum, is a significant aspect of this role. In this role, you are part of the educational leadership team for 3 days a week and 2 days per week, you teach one of our primary school classes.

Are you an all-round and energetic professional who wants to join the educational leadership team as Head of English within our school? Do you feel comfortable in a management position in which you have academic responsibilities as well as contributing to the educational leadership of our school? Are you able to provide a platform to influence and enhance our school's academic competencies?

The role and responsibilities

Our Head of English will lead the ongoing development of the curriculum, ensuring the alignment with the academic strategy of the English stream. You ensure that students' progress is carefully observed and evaluated to ensure they meet academic benchmarks.

You collaborate closely with the Academic lead to organise internal school training courses, where we aim to foster a culture of continuous professional development and growth of our educational staff.

In this role you guide the teaching staff in both the English stream and English Language department, ensuring a harmonised and supportive environment from preschool to Year 6.

It is important to provide strategic input into the educational development and professional growth of teaching staff, while at the same time ensuring that the department is well-equipped with the needed resources. You take care of a smooth running operation by efficiently organising relief teaching and where needed, discuss departmental matters with the Academic Lead.

In this role you hierarchically report to the Principal with a functional reporting line to the Academic Lead, facilitating seamless communication and collaboration within the educational leadership of the school. You give your insights on IPC and other curriculum matters and collaborate on the structural and managerial aspects of the Preschool.

Furthermore, you form a cooperative environment for and with educational coordinators and the Learning Support Coordinator for both streams, as well as coordinate and oversee the organization of internships in the English stream.

In collaboration with the Academic lead, you will be responsible for the appraisal process for teachers within your department, where you create an environment of continuous development and personal growth.

In a changing organisation the tasks and responsibilities assigned to you may evolve and you are expected to keep a flexible mindset in this regard. With your adaptable mindset, you also bring a profound capacity for understanding and attentive listening, Ensuring that every individual's perspective is acknowledged and that they find fulfillment in their work within our school.

You have

- At least a Postgraduate Degree in Education or a related field
- Minimum of 3 years of experience in an educational management role and you have a background in teaching, with actual classroom experience.
- Proven experience in building an English (UK) primary curriculum in a (international) school
- Strong coaching skills with a clear educational vision, capable of inspiring and motivating teams to achieve academic excellence.
- Excellent English communication skills, both written and verbal to be able to explain our academic strategies, policies, and updates to staff, students, and external stakeholders. Proficiency in Dutch is a plus for this position.
- Strong problem-solving skills and able to build and lead effective teams, fostering a positive and inclusive school culture that supports the professional growth of all staff members.
- Cultural sensitivity and a global perspective, essential for working in an international school environment.

Our offer

In line with this new role we will offer a suitable package.

The intended start date is June 1st, 2024 (or earlier), and it will be a full time contract for a period of one school year with potential for renewal.

Application process



Candidates who live in Singapore and who think they are a good fit for this vacancy and meet the requirements, are encouraged to address their application to Mr. Omar Rickets, Principal of our school via recruitment@hollandinternationalschool.sg.

Please send us your motivation letter and CV. We would also like to receive two references. Shortlisted candidates will be invited for an interview with the recruitment committee on campus.