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包玉刚实验学校
YK PAO SCHOOL

YK Pao School
Shanghai, China
High School Director of Teaching and Learning
For August 2027

Primary Responsibilities:

YK Pao School is committed to safeguarding and promoting the welfare of children, and requires all staff to always respect this commitment, regard it as their own responsibility, and evaluate the work all-round from the perspective of children's safety. To comply with, participate in and implement the work and requirements of child protection is the primary task of all staff members. At the same time, the school expects the staff to take the initiative and contribute to the school community and school's development in a wider range.

Keep abreast of the latest national laws and regulations, industry norms, certification (such as CIS/WASC) standards related to the business within your responsibilities, maintain a high level of professional ethics and requirements, and ensure that management decisions, policy making and work practices fully comply with the above regulations, standards and requirements; Revise relevant internal policies, procedures and the release of information in time when relevant regulations and requirements are changed or updated, and remind promptly relevant personnel and departments within the school to ensure that the school operation is always in compliance.

Applications are invited as soon as possible as we will be beginning online interviews shortly.

Main Job Responsibilities:

- To promote excellence, creativity and innovation in teaching and learning across the High School.
- To be a member of the Campus Leadership team and work with the Principal to enhance the strategic development of the school.
- To work with the Deputy Principal (Academic) and HoDs to support the development of high quality of teaching and assessment across the High School.
- To help establish YK Pao as a recognised centre for excellence in teaching and learning, running workshops and conferences both at and beyond the High School.
- To serve as a model of inspirational teaching within the High School and be able to show teachers what is meant by exceptional teaching.
- To monitor, observe and evaluate teaching within the High School, identifying areas for staff development, embedding training needs, and making recommendations as appropriate to the Deputy Principal (Academic) and Principal
- To support research-based initiatives amongst teaching staff, supporting the dissemination of knowledge and understanding of these across the staff.
- To work with the Principal and Deputy Principal (Academic) to identify and recruit outstanding teachers.
- To manage and support Heads of Department to drive continuous improvement in teaching and learning.
- To line-manage the Head of Professional Development to identify and prioritise professional development needs, deliver in house PD, and evaluate its impact on teaching and learning.
- To oversee the identification and management of teachers placed on TIPs (Teacher Improvement Plans).
- To oversee the implementation of the ITF (International Teaching Fellows) programme and drive its development to

support participants' professional growth and maximise their positive impact on school life and academic outcomes.

- To collaborate with the IT department and subject teams to lead the direction and planning of digital technology and the appropriate use of AI
- To work with the Directors of Teaching and Learning at the Middle and Primary School to ensure consistency and alignment of teaching quality across the whole school.
- To work with Academic Team to develop learning support programmes for diverse future learners to adapt to changes in the student demographic/intake.

Job requirements:

1. Bachelor's degree in related field required, advanced degree(s) preferred

2. Inspirational leadership as evidenced by:
- a high calibre graduate with an impressive record as an outstanding and innovative teacher;
- a track record of successful leadership in an academic department;
- the ability to motivate and inspire both colleagues and pupils;
- a commitment to and expertise in staff training and the dissemination of good practice;
- intellectual acuity needed to contribute significantly to educational debate within the school;
- natural leadership qualities with a capacity to initiate and manage change with flair and creativity.

3. Strong people and organisational management skills as evidenced by:
- a collegiate working style, with an inclusive and empowering approach to management;
- a commitment to principles of sound management including development of staff, establishment and communication of clear standards and expectations, effective delegation, performance monitoring and management, building of trust;
- administrative efficiency and the ability to prioritise.

4. Compelling personal qualities as evidenced by:
- a compelling personal style with qualities of authority, credibility, personal presence and a passionate commitment to excellence and all round education;
- the possession of influencing and advocacy skills of a high order;
- exceptional communication (both oral and written) and relationship building skills, allied with the ability to listen;
- a strong commitment to upholding high standards and supporting the extra-curricular life of the school;
- personal strength of character with a commitment to transparency, honesty and fairness.

Attractive Remuneration Package:

1. Competitive Salary
2. Comprehensive International medical insurance (except US)
3. Pension Contribution
4. Housing Allowance
5. Flight Allowance
6. Relocation Allowance

For more information please visit: https://www.ykpaoschool.cn