



# Beau Soleil

Collège Alpin International

## JOB DESCRIPTION

<b>Title</b>	<b>IMYC Programme Leader</b>
<b>Department</b>	Academic and Pastoral
<b>Reports to</b>	Deputy Heads
<b>Location</b>	Villars-sur-Ollon

<b>Purpose</b> <i>(why the position exists, within what limits and with what objectives)</i>	<p>As International Middle Years Curriculum Programme Leader, you will have a key role to play in driving forward the quality of academic provision and helping us to deliver our promise of providing outstanding educational outcomes and exciting experiences for every student in Grades 6,7 and 8.</p> <p>A highly visible, ambitious and professional, full time member of our team, you will motivate and inspire students and colleagues through your high expectations, passion for learning and dedication to raising achievement.</p> <p>Working closely with the Assistant Heads, you will lead the delivery of the IMYC course, including planning and execution of entry and exit points, opportunities to showcase learning and to build cross and extracurricular links. You will also plan and help to deliver the wider cultural enrichment through a programme of evening and weekend activities for Grades 6,7 and 8.</p>
<b>Key Responsibilities</b>	<p>Lead the programme of study and enrichment for all students in Grades 6,7 and 8</p> <p>Responsibilities will include, but not be limited to:</p> <ul style="list-style-type: none"><li>• Coordinate the day to day activities of Grades 6, 7 and 8 in liaison with the Deputy Heads and Assistant Heads</li><li>• Track and monitor the academic progress of every student, serving as an objective observer to assist teachers in designing appropriate learning strategies and interventions for all students</li><li>• Maintain a strong and current working knowledge of the IMYC framework, identifying where training may be needed and making such recommendations to the Deputy Head (Academic)</li><li>• Oversee and quality assure the materials provided by IMYC teaching teams, such as schemes of work and assessment or other resources</li><li>• Lead the twice yearly process of MAP progress testing and implement any necessary actions arising from that data set</li><li>• Liaise with the Assistant Head (Academic) in providing a transitional programme for students moving through the school, particularly in matching subject choices to aptitude and university aspirations</li><li>• Liaise with the Global Campus, Juilliard Arts and MIT coordinators to ensure that all students are able to enjoy and profit from the opportunities presented through NAE and these associated programmes</li></ul>



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	<ul style="list-style-type: none"><li>• Contribute to the development of assemblies, ECAs, weekends, trips and activities programmes</li><li>• Devise and manage a programme of enrichment activities for students in Grades 6,7 and 8, including an evening programme and weekend trips and activities</li><li>• Work closely with the Housemasters and Housemistresses of students in Grades 6,7 and 8 to ensure an appropriately challenging and manageable programme for each student</li><li>• Liaise regularly with Assistant Head (Pastoral), tutors and teachers concerning student discipline issues that cannot be resolved at a departmental level</li><li>• Contribute to an academic faculty as a member of the teaching team (up to 60% fte (14 ppw)</li><li>• Participate fully within the wider life of the school, attending all key school events, social functions and Challenges and acting as a positive ambassador and role model within and beyond the immediate school community</li></ul>
<b>Education and Professional Qualifications</b>	<ul style="list-style-type: none"><li>• Relevant degree and teaching qualification</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Experience of middle leadership at department level</li><li>• Ideally, some familiarity with international education, specifically, the IBDP, High School Diploma and IGCSE programmes</li></ul>
<b>Person Specification</b>	<ul style="list-style-type: none"><li>• An outstanding classroom practitioner who is interested in using innovation and collaboration to drive forward the quality of teaching and learning</li><li>• Strong commitment to building a culture of high expectations within the student body and teaching staff</li><li>• Desire to work in a fast paced and intense boarding school environment and contribute fully to the wider life of the school</li><li>• Keen to learn more about curriculum planning and development and use that learning to innovate and refine</li><li>• Good sense of humour and understanding of the need for a flexible and responsive approach to managing issues as they arise</li><li>• Willingness to embrace change and innovation</li><li>• The ability to speak French is advantageous but not essential</li><li>• Committed to supporting every child to flourish and achieve their best</li><li>• Likely to have career aspiration to Senior Leadership</li></ul>