HD NINGBO SCHOOL

Information pack for the position of

SECONDARY SCHOOL MUSIC TEACHER

Appointment for August 2017
HD Ningbo School

After its high-profile launch in 2014, HD Ningbo School has quickly established itself as one of the City’s leading bilingual schools. Set on an outstanding campus in the Yinzhou district of Ningbo, the School offers an outstanding international education that blends the best of British with the best of Chinese. The curriculum provides students with a broad and balanced learning experience – one in which tradition meets creativity, and East meets West.

HD Ningbo benefits from a strong relationship with Hurtwood House, our partner school in the UK. HD Ningbo draws on Hurtwood’s experience and expertise at providing an all-round education where children not only achieve excellent academic results, but also develop interests and skills to prepare them for the challenges of life beyond school. With this in mind, HD Ningbo’s curriculum offers a broad range of opportunities, designed to develop intellectual growth, physical and emotional health, artistic endeavours, creativity and service to others.

The School is committed to fostering truly bilingual and bicultural students, enabling them to gain competency in both Mandarin and English, as well as preparing them culturally for life in an increasingly interconnected world. Our curriculum is taught using a dual-language immersion approach, with each class being delivered by both English and Chinese speaking teachers. As well as supporting students to become bilingual, the low pupil to teacher ratio enables HD Ningbo to deliver a highly personalised approach to learning.

In keeping with our partner school, HD Ningbo’s ethos, values and curriculum help to foster a strong and supportive school community. The School’s staff are motivated and enjoy participating in all aspects of school life. Teachers that have not experienced a bilingual programme before enjoy the challenge and learn new and very transferable skills in the process.
Campus

The layout of HD Ningbo is informed by the desire to deliver an innovative and contemporary bilingual curriculum in line with the School’s vision and values. Each space is considered as being able to provide teaching and learning opportunities and promoting interaction between all users and visitors to the School.

HD Ningbo is located on a beautiful, 33-acre campus in the district of Yinzhou. Students and teachers benefit from outstanding facilities, which support learning both inside and outside the classroom. These facilities include a Bilingual Library, a Multi-functional Theatre, a Multi-Media Room, an Indoor Swimming Pool, and excellent Indoor and Outdoor Sports Areas. Amongst other spaces, the sports areas comprise of two football pitches, four tennis courts, indoor and outdoor basketball courts, indoor badminton courts, an outdoor gold driving range, and an indoor gold practice zone.

The indoor facilities are all equipped with excellent air purifying systems, with a new, state of the art Anti-Pollution Dome being built to serve the sports facilities. HD Ningbo is fully committed to enhancing air quality on campus and playing our part in the drive towards greater environmental protection in China.
Chief Academic Director – Warren Johnston

Warren, a graduate of Victoria University, brings over 30 years’ experience and an outstanding track record of success in bilingual curriculum schools to HD. He blends an international perspective with a deep understanding of local Chinese culture.

Prior to joining HD, Warren spent six very successful years as Executive Principal of YK Pao School in Shanghai. During his time there, Warren was instrumental in increasing the student role and creating a culture of success where students and staff were at ease, confident and proud of their school community.

Warren started his career in education as a Maths Teacher in New Zealand, before taking on senior advisory roles at the Wellington College of Education and the Ministry of Education. In these roles, Warren had regional responsibility for developing Maths and Science curricula, planning and implementing professional development programmes for teachers, and drafting influential curriculum policy papers. On leaving New Zealand, Warren took on senior leadership positions in Hong Kong, before moving to China in 2007.

Teachers at HD Shanghai benefit from Warren’s tremendous experience in the international school sector and specific expertise leading bilingual programmes.

“I am very proud of what we have achieved since opening in 2014; in only a few years we have created a very close-knit school community, providing all our students with the care, support, and opportunities they need to fulfil their potential. Our amazing team have been central to this. They are highly motivated, passionate about HD Ningbo, and enjoy participating in all aspects of school life. Our teachers not only benefit from being part of a growing network of HD schools within China, but also our strong partnership with Hurtwood House in the UK.”

Warren Johnston, Chief Academic Director
Hurtwood House UK

Hurtwood House is one of the UK’s leading independent, co-educational boarding schools. The School is driven by a passion for creativity and a respect for academic rigour, offering its students a truly holistic learning experience that prepares them for university and life beyond.

The School has an outstanding academic track record. For the last two decades, the A-level results have put Hurtwood ‘among the cream of the country’s best schools’ (Financial Times) and Hurtwood has consistently been at the top of the league table for co-educational boarding schools, ahead of many of its most illustrious rivals. With over twenty subjects offered at A-Level, students benefit from a broad and balanced curriculum. The range of subjects students can choose from stands as testament to the importance Hurtwood places on empowering individual students in their decision making and learning.

But students at Hurtwood achieve more than just excellent academic results. The School’s commitment to providing a truly holistic education ensures that students leave equipped with the skills, interests and confidence to succeed at university and with whatever they choose do in life beyond. Hurtwood, for instance, is a centre of excellence for the Performing and Creative Arts, providing unrivalled opportunities for the aspiring actor, singer, artist, fashion designer, composer or film maker. Evidence of Hurtwood’s success in creating outstanding opportunities for their students beyond the core academic curriculum can be seen by looking at some of their world famous alumni – the Hollywood actress Emily Blunt and the composer Hans Zimmer are just two examples.

Both students and teachers at the HD Schools benefit from a strong relationship with Hurtwood House. By drawing on the experience and knowledge of the Hurtwood team, HD Ningbo School is able to ensure our values, curriculum and structures prepare our students for successful futures in the same way as Hurtwood House, albeit in a different context.
Employment Details

The breadth of our curriculum and our co-curricular programme are key elements of all students’ educational experience at HD Ningbo School. Just like the approach of our partner school, Hurtwood House, we are committed to ensuring students benefit from a wide range of learning opportunities as part of the core and co-curriculum – our Music programme is central to this.

This is an outstanding opportunity for the right candidate not only to deliver a strong Music curriculum, but also to promote musical endeavour and participation amongst all students. We are seeking individuals who will articulate and develop the vision, ethos and values of HD Ningbo by inspiring and empowering students and their parents within the community.

Key Responsibilities

Teaching and Learning

• plan, prepare and deliver Music lessons and activities that facilitate active learning experiences for classes as designated by the Principal;
• prepare classroom environments for meaningful Music activities;
• establish and communicate clear learning intentions for all activities;
• provide a variety of learning materials and resources for use in Music lessons and activities;
• use all relevant technology to support instruction, understanding & development;
• identify and select different instructional resources and methods to meet students’ varying needs;
• regularly evaluate learning experiences and outcomes for students’ continual improvement;
• assign and assess class work, homework, tests and assignments in line with HD Ningbo School’s approaches;
• ensure that tasks are within the capabilities of all students and stretch students;
• cater for individual differences and provide for a variety of learning models and groupings, including PBL, flipped learning, integrated approaches;
• develop the best combination of British and Chinese approaches to deliver a personalised bi-lingual curriculum;
• participate fully in the HD Ningbo School co-curricular and school activity programme.
Effective Teaching Strategies

• have a thorough understanding of the purpose and aims of the HD Ningbo’s Curriculum;
• ensure that teaching and learning is aligned with the School’s current Scope, Sequences and value added measures;
• establish a classroom environment where students feel secure and are comfortable to take risks;
• ensure that classroom/school music resources are well managed;
• ensure that standards of acceptable behaviour are clearly stated and consistently fairly applied;
• ensure that all students are treated with respect; fairly and equally;
• ensure that the classroom is an attractive orderly place where equipment resources are well managed.

Connections with Students

• perform pastoral duties including student support, counselling students with academic problems and providing student encouragement;
• inspire a passion and enthusiasm for music throughout the school;
• create an effective and challenging learning environment for each student;
• acknowledge each student’s improvement and effort;
• provide appropriate and timely feedback on work;
• encourage and monitor the progress of individual students;
• lead and participate in school activities outside of the classroom, helping to deliver a broad curriculum and build a strong sense of school community;
• establish a rapport which enhances learning.

Communication and Co-operation

• work co-operatively and supportively with all staff;
• share information, ideas and resources with colleagues;
• develop supportive and productive relationships with parents;
• communicate regularly with families through the Homework Diary and/or electronically.

Administrative Function

• fulfil the administrative functions of the class, eg. attendance, check Homework Diary/emails, involvement with the School House system etc.;
• develop schemes of work and lesson plans;
• maintain accurate and complete records of students’ progress and development;
• participate in department, school, and parent meetings;
• share assessment data and ensure it is archived;
• communicate with parents/caregivers in a timely fashion regarding student progress;
• prepare required reports on students and activities.

**Contribution to the School Community**
• play a full part in the corporate life of the school;
• support the School’s image in the community;
• play an active part in the boarding life of the school (as appropriate) & pastoral support duties (extended day initiatives);
• support policies and procedures currently in place.

**Person Specification**

**Qualifications**
• UK Post Graduate Certificate of Education (or equivalent)
• Qualified Teacher Status

**Experience and Knowledge**
• A minimum of two years relevant teaching experience is desirable, but not a requirement
• Excellent working knowledge of the National Curriculum for England
• High levels of subject knowledge
• Experience working with children who have English as a Second Language is desirable
• Experience working in the UK independent sector is desirable, but not a requirement

**Personal Qualities**
• Ability to stretch the most able, whilst also ensuring the curriculum is accessible to all.
• Ability to inspire children with a love of learning.
• Ability to understand the needs, challenges and opportunities of an international school community.
• Willingness to contribute to all aspects of school life.
• Strong personal-relations and team-working skills.
• Ability to use ICT to enhance leaning.
• Energy, charisma and dynamism with the vision and drive to create productive learning environments and excellent outcomes for all children.
• Ability to work with and apply all school policies.
• Rigorous can-do attitude, positive team player with a sense of humour.

Remuneration

The successful candidate will receive excellent salary and benefits commensurate with their experience. This will include:
• Competitive, low tax salary
• Accommodation allowance or onsite accommodation associated with Boarding House responsibility
• Start and end of contract flights for employee and immediate family members
• City allowance
• Relocation allowance
• Excess baggage allowance
• Medical insurance for employee and immediate family members
• Annual flight allowance for employee and immediate family members
• 100% Tuition fees contribution for up to two children
• Annual bonus
• Renewal bonus
• Full visa and legal documents sponsorship for employee and immediate family members
Living in Ningbo

Ningbo sits at the mid-point of the Chinese coastline, towards the South of the Yangtze delta. It is an economically developed, modern city, with profound cultural foundation. The City is one of China’s oldest, and despite now being a highly developed economic centre it retains traditions and culture that date back many centuries.
Ningbo has a significant expatriate population, drawn to the city for several reasons:

- Its status as a modern, economic centre means that there is a wide range of well paid jobs within large, internationally minded companies.
- It is a city complete with all the conveniences and luxuries you would expect to find in a developed western city: international restaurants, luxury shopping areas, coffee shops, supermarkets, an efficient health system, five-star hotels, to name but a few.
- Despite being a modern western city, Ningbo retains many charming aspects of traditional Chinese architecture and ways of life. From the cobbled streets, lined by small streams, to traditional Chinese markets and magnificent temples, Ningbo is full of interesting sights and sounds.
- Ningbo offers much for those who enjoy green space, water and the proximity to nature. Three rivers run through Ningbo, with many bridges linking the islands and outlying districts. Water holds much significance in Ningbo as the name means ‘Serene Wave’ in Mandarin, and many of the city’s green spaces contain large lakes on which to enjoy watersports.
There is also the rest of China… Ningbo’s excellent transport links enable the City to act as a gateway to the region. China is modern and progressing as a society at an incredible rate, but there is more to China than this. As the world’s oldest continuous civilisation, there is unrivalled history to learn about and culture to experience. There is the country’s vast natural beauty: mountains, deserts, mighty rivers, jungles, grassland, and coastline – China has it all.

It is also a land of opportunity. As the world turns East, an understanding of China and, even better, experience living and working there, can be hugely beneficial for career progression. In terms of education, China is undoubtedly one of the most dynamic markets in the world and employers worldwide are increasingly looking for individuals who have direct experience in China.
How to Apply

To apply, please complete all sections of the application form, including the supporting statement. In this statement please ensure you set out your interest in this position, clearly illustrate how you meet the requirements of the role and your ambitions for this new school as one of its founding teachers.

Once completed send your form to careers@hurtwoodhousechina.com

The closing date for applications is 17/03/17

Interviews will be held on a rolling basis – early application is advised.

If you would like an informal discussion about the role please send an email to careers@hurtwoodhousechina.com and we will arrange and appropriate time to speak.

Safeguarding

HD Ningbo School is committed to safeguarding and promoting the welfare of children and expects all staff to respect this commitment. The post is subject to an enhanced DBS check (or equivalent for teachers currently working overseas) and satisfactory reference checks.
First Business School

careers@hurtwoodhousechina.com
www.hurtwoodhouse.com/staff-vacancies-china
http://nb.hdschools.org