



**AISM**  
AUSTRALIAN  
INTERNATIONAL SCHOOL  
MALAYSIA

# Appointment of Head of Middle & Senior School

Candidate Brochure

Commencement in January 2025





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# ABOUT AISM

The Australian International School Malaysia (AISM) provides holistic education based on the Australian Curriculum, designed to prepare students for their futures. We are the World's First Certified Visible Learning™ School, offering pre-school to pre-university education. Students graduate with the widely recognised New South Wales High School Certificate (HSC).

All our students are taught using the Visible Learning™ Approach, that is proven the world over and today, AISM is recognised as the first Certified Visible Learning school in the world.

## About Taylor's Schools

The Australian International School Malaysia is owned by Taylor's Schools. Other schools in the group are Garden International School, Taylor's International School Malaysia, and Nexus International Schools, in both Malaysia and Singapore. The group also includes Taylor's University, and Taylor's College offering A level and Australian matriculation courses.

Australian International School Malaysia is administered by a Board of Governors (BOG): made up of the owners, the Principal of AISM and an independently invited Chair of Governors. The School Leadership Team meet once a month with the President of Taylor's Schools and four times a year with the BOG. The Board delegates responsibility for the leadership, management and operation of the school to the Principal.

## KEY STAFF

The Heads of Junior and Middle & Senior School and their teams work closely together with the Principal on the leadership and management of the whole school.

Each Head of School has the responsibility for the day to day running of their section in conjunction with the Principal. Each school also has its own Deputy Head, who assists the Head of School in operational and other matters.



**Mr Aaron Wise**  
Principal



**Ms Michelle Chaplin**  
Head of Junior School



**Mr James E.R. Unsworth**  
Deputy Head of Middle & Senior Schools



**Ms Leigh Janett**  
Deputy Head of Junior School

# TEACHING & LEARNING

Since 2000, AISM has been delivering the NSW Australian Curriculum, setting high standards in international education in Malaysia. AISM is the most established Australian curriculum provider in Malaysia.

Students are offered a broad range of enriching experiences which includes academics, leadership development, thinking skills, co-curricular, internationalism, service learning, career planning, mindfulness and character-building programs.



“ AISM is the first certified ‘Visible Learning School’ in the World ”

## VISIBLE LEARNING APPROACH

**Visible Learning is an evidence-based approach to teaching and learning developed following the largest research project into teaching ever undertaken.**

Professor John Hattie’s study enables teachers to focus their efforts on teaching strategies that have the greatest effect on student academic outcomes and achievements.

The principles of Visible Learning have informed teaching practices and formed the basis of teacher training courses for many years in schools across New Zealand and Australia. This has also been embraced in other parts of the world, such as Scandinavia and the United States. AISM is the first school in the world to achieve the status of being a fully certified Visible Learning School, due to the commitment of the teachers and leaders to ensuring that students receive the very best education possible.

Our students and teachers share a common language of learning, where learning intentions and success criteria are clear, feedback is valued and self-assessments for improvement are a constant. As a result, our students are adaptable and effective communicators, collaborators and creative thinkers.



### THINK

about how they learn and how they can improve



### LOOK

for feedback about their learning



### ASK

questions about learning and participate in learning discussions



### LISTEN

to ideas about learning from their peers

# ACADEMIC ACHIEVEMENT:HSC AND ATAR RESULTS (2022)

Our Year 12 students are recognised in Australia and worldwide for their outstanding academic performance in their Higher School Certificate (equivalent to A-Levels or IB Diploma).

In 2022, AISM achieved the best results in the school's history.

Ranked in  
**TOP 100** **50%**

of Higher School Certificate  
Schools globally  
(Highest placing in the school's history)

Source: The Sydney Morning Herald

HSC results are in the top two bands  
exceeding 2021's benchmark

(subject scores above 80%)

Source: The Sydney Morning Herald's Honour Roll

## TOP OVERALL STUDENT

in the world

**NICHOLE ONG**

for the HSC Society & Culture subject

Source: 2022 HSC First in Course list, NSW Education Standards Authority

## TOP 5 OVERALL STUDENT

in the world

**XUEYI CHEE**

for the HSC Mathematics  
Extension 1 subject

Source: 2022 HSC Top Achievers in Course list, NSW Education Standards Authority

## HSC All-round Achievers

**NICHOLE ONG**

**XUEYI CHEE**

achieved the highest possible  
grade band in one or more subjects  
(subject scores above 90%)

Source: NSW Education Standards Authority

These results were achieved across the range of curriculum areas - Arts, Humanities and Social Sciences, Sciences, Foreign Languages, Mathematics and English, which reinforces the strength of our holistic approach to learning.

## University Destinations

Over the past few years, AISM graduates have been accepted into the following top Universities around the world.

**48%**

### THE WORLD

- University of St. Andrews (UK)
- George Mason University (USA)
- Tokyo University (Japan)
- Korea University (Korea)
- University of British Columbia (Canada)

**32%**

### AUSTRALIA

- Australian National University
- University of Melbourne
- University of Sydney
- University of New South Wales
- RMIT University

**20%**

### MALAYSIA

- Taylor's University
- Monash University
- Nottingham University
- University of Technology Malaysia
- Curtin University Sarawak

\*Above is only selection of universities attended by our students.

# A MINDFUL SCHOOL

We support our students in leading meaningful and fulfilling lives, cultivating what is best within them, and developing a sense of optimism towards life.

In our quest to develop lifelong learners, we have updated aspects of our approach to student wellbeing and strengthened our existing practices in relation to the School's RECIPE values.

We currently have eight Certified Mindfulness practitioners and we are increasing these numbers. We have structured professional development plans to further equip our teachers in this area.



## OUR GUIDING STATEMENTS

### OUR PURPOSE

To educate the youth of the world to take their productive place as leaders in the global community

### OUR MISSION

Through Visible Learning and holistic education, AISM strives to be the best Australian International School in the world

### OUR VISION

Our community seeks to develop lifelong learners who:

**Explore, Extend and Excel;**  
**Exhibit passion for academic and personal success;**  
**Demonstrate positive global citizenship and leadership.**

## OUR CORE VALUES

Respecting and caring for each other  
being dedicated to a culture of Excellence  
openness in Communication  
acting with Integrity  
being Passionate in what we do  
creating an Enjoyable environment

# ACCREDITATIONS

Our accreditations from regional and international organisations demonstrate our dedication to a culture of excellence. We are assessed on a regular basis for educational performance, to ensure that our rigorous curriculum meets the needs of our students as well as international standards.

## NSW EDUCATION STANDARDS AUTHORITY (NESA)

AIMS is registered and accredited with NESA to deliver the Australian, New South Wales (NSW) curriculum.



## COUNCIL OF INTERNATIONAL SCHOOLS

Since 2013, AIMS is one of 740 accredited member schools, out of 1360 CIS member institutions in 122 countries.



## VISIBLE LEARNING SCHOOL

AIMS has implemented the Visible Learning approach since 2016 and today is recognised as the first certified Visible Learning School in the world.



## MINISTRY OF EDUCATION 5 STAR AWARD

In 2012, AIMS was awarded the prestigious 5 Star Quality Standards Award for Private Education Institutions by the Ministry of Education Malaysia (MOE). This was awarded in 2019.



# MEMBERSHIPS

## AUSTRALIAN INTERNATIONAL SCHOOLS ASSOCIATION (AISA)

As a member of the Australian International Schools Association (AISA), this privileged membership gives our students the opportunity to collaborate and compete regionally in sport, arts and other activities. AISA has a total of 10 member schools in the Asian and Middle East region.



## ASSOCIATION OF INTERNATIONAL MALAYSIAN SCHOOLS (AIMS)

With more than 41 member schools, AIMS offers opportunities for professional development for teachers, best practice sharing, job-alike workshops, sports and music opportunities for students.



# MOVING TO KL

**For more than 20 years, we have welcomed parents and students from more than 40 countries to our school.**

The one thing our parents, staff and students love about AISM is our small yet strong and welcoming school community, which makes settling into Kuala Lumpur relatively easy.

Malaysia attracts expatriates from all over the world who work and live mainly in Kuala Lumpur (KL) and the Klang Valley area.

Our school families come from many areas in Kuala Lumpur. More than half of our families live in the popular expatriate suburbs of:

- Ampang – close to the city centre and embassies
- Bangsar – popular shopping, leisure and dining area for expats and wealthy locals with a range of high rise condominiums available, as well as single residences
- Damansara – close to Bangsar, more detached single residences available
- Mont Kiara – convenient for shopping and close to the city, very popular with expats, mainly high rise condominiums.

Popular residential areas close to the school include the following:

- Walking or cycling distance from the school:
  - » Bluconstellation, Bluwater Estate, BRDB's Senja, Dreamcity condominium and Heritage Residences
- Within 10 km from the school:
  - » Gita Bayu
- Within 15 km from the school:
  - » Country Heights, Kajang
  - » IOI Resort City



# POSITION DESCRIPTION

**Job Title:** Head of Middle & Senior Schools (MSS)

**Reporting to:** Principal

**Direct Reports:** Deputy Head of Middle & Senior Schools, Heads of Faculty, MSS CCA Coordinator, Careers & Pathways Coordinator, MSS TA's.

## JOB PURPOSE

1. The Head of Middle and Senior Schools (MSS) is responsible for the strategic development and effective operations of the MSS, the teaching and learning outcomes of the MSS students and the professional development of members of the MSS staff.

## KEY RESULTS AREAS/ RESPONSIBILITIES

1. Oversee the academic, pastoral and tertiary pathway outcomes of the MSS students.
2. Ensure the principles of Visible Learning drive pedagogical practice.
3. Lead a team of highly motivated teachers in the design, delivery and review of a high quality Australian (International) schooling experience for students in Year 6 to Year 12.
4. Lead the development, appraisal and management of academic and non-academic personnel in the MSS.
5. Supervise, appraise and support MSS Middle Leaders in their roles within the School.
6. Play a key role in school marketing and student recruitment, admission and retention.
7. Contribute to high-level strategic planning, continuous school improvement and service delivery initiatives to ensure AISM continues to develop its reputation as a high-quality provider of education to a diverse multicultural student population.
8. Oversee processes to ensure effective and timely parent communication and relationship building with current and prospective parents in Middle AND separately Senior School.
9. Ensure full school compliance with NESA as a provider of the Australian Curriculum and the NSW HSC.
10. Plan and coordinate Assemblies and major school events.
11. Ensure ongoing Visible Learning and CIS accreditation.
12. Further develop and implement the integration of information and communication technologies for the enhancement of teaching and learning outcomes.
13. Be an active and supportive member of the Senior Leadership Team.
14. Effectively manage a school budget and undertake other tasks as directed by the Principal.

## JOB SPECIFICATIONS

### A. BEHAVIOUR EXPECTATIONS (Values and Leadership)

- See the big picture", think ahead and meet goals that are aligned to the values, purpose, mission and strategic priorities of AISM.
- Plan, prioritise and organise work effectively within agreed timelines.
- Develop and maintain effective relationships with all key stakeholders.

### B. KNOWLEDGE & SKILLS

- Excellent understanding of the Australian and NESA Curriculum and the approaches to design and monitoring of such curriculum.
- Understanding of the principles of Visible Learning, Culture of Thinking and Mindfulness
- Strong understanding of learning technologies
- Excellent strategic problem solving skills to overcome obstacles.
- Excellent written, verbal and presentation skills.

### C. HIGHLY DESIRABLE EXPERIENCE

- As a Principal, Deputy Principal or Head of School in a Middle and/or Senior School
- Working knowledge, understanding and experience in the implementation of the principles of Visible Learning (Research by Professor John Hattie).

### D. MINIMUM QUALIFICATIONS

- Eligibility for Teacher registration from home country and relevant police clearance(s) to work with children are essential.
- A Bachelor Degree or equivalent in Education is essential.
- Master Degree or significant postgraduate qualifications or significant and relevant professional experiences are highly desirable.

The Australian International School Malaysia is committed to child safety. We have zero tolerance of child abuse. Our robust human resources, recruitment and vetting practices are strictly adhered to during the application and interviewing process. Applicants should be aware that we carry out working with children, police records and reference checks (as we see fit) to ensure that we are recruiting the right people.

## Selection criteria

**Applicants should provide evidence of their experience/capacity to meet the following criteria:**

- Capacity to provide high quality educational leadership.
- Exemplary teaching and learning skills which achieves an optimal level of student learning.
- Demonstrated capacity to build and maintain effective teams and develop co-operative and constructive working relationships that promote quality teaching and learning practices.
- Ability to successfully initiate, plan and implement programs in response to new educational needs and priorities.
- Demonstrated capacity to evaluate and critically reflect upon professional practice and to assist and support colleagues to develop their own skills.
- Demonstrated high level of communication and interpersonal skills when relating to students, colleagues, parents and broader community.
- Demonstrated experience/capacity to fulfil the core responsibilities of the position.

**Applicants are free to structure applications in any manner they choose, but should ensure that the following are included:**

- A specific response to the requirements of the role and selection criteria by attaching a cover letter
- The names, email addresses and contact details of three professional referees (preferably direct superiors) who can provide information regarding the applicant in relation to the key selection criteria.

