



Head of School - Secondary





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QatarEnergy

Dukhan English School

Dukhan English School (DES) was established in the early 1950s by British Petroleum, the operators of the Dukhan Field at the time and is one of the oldest international schools in Qatar. It also benefits from being the only international school serving Dukhan.

DES provides education for the children of QatarEnergy employees who live in Dukhan.

## Dukhan English School Vision



OUR VISION is for our students to be high achieving, healthy, and happy individuals, well prepared to take their place as global citizens and leaders of the future.

OUR MISSION is to achieve this by inspirational teaching that places high value on learning, enjoyment and the well-being of all our students.

Dukhan English School is an international School delivering the English National Curriculum, operated by QatarEnergy. We promote unity, respect, cultural diversity and understanding; we aim for excellence in learning and we recognise and celebrate success.

All members of the Dukhan and school community are valued as partners who can contribute a significant role to our students' learning. We strive to create a safe and happy, productive learning environment where everyone is equally welcome. We aim to inspire, challenge and cater for all needs so that our students can achieve their best and fulfil their potential.

The school acknowledges that we are all life-long learners and therefore seeks to create opportunities for students to access new and changing information and technologies, enjoy learning and gain skills of personal responsibility, to become reflective, creative thinkers, leaders, team members and global citizens.



# Our School

Dukhan English School is a 3-18 co-educational school which has a passion for comprehensive education for all in the heart of the Dukhan Community.

Complying with the Qatar Ministry of Education, we follow a modified version of the English National curriculum. We have around 1050 students arranged in 4 or 5 form entry across the year groups.

We offer examination classes in UK IGCSE and GCSE, together with AS and A Level courses. We pride ourselves on a capable, enthusiastic and well behaved student body, who, together with supportive parents, achieve exceptional results.

We have thriving sports teams that regularly travel to Doha for fixtures with other schools and bring home trophies in sports such as football, netball and athletics.



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## School Facilities

We are so much more than just a school, we are a community, we are a family. We are a team of 98 teachers and 20 support staff who work together in one through-school experience. The education we deliver at DES ensures that every student has the ability to achieve their dreams.

The new Secondary campus opened in 2022 with 30 secondary classrooms fully equipped with interactive whiteboards.

The new Primary campus opened in 2018 with classrooms for five form entry with a shared teaching space for each year group with attached WC facilities.

There is an EYFS dedicated block with shaded play space.

The school has 10 Science laboratories with specialist A level capability, 9 ICT suites, 2 Art rooms with IT provision, 3 Music rooms and 5 practice rooms for instrumental teaching, 1 Drama studio, a Sixth Form common room, a Library with dedicated work and exam spaces, an 800 seat auditorium, an assembly hall with indoor break space, 3 Sports halls, 1 all-weather multi use games area, an all-weather running track and space for field events and 2 heated outdoor shaded swimming pools. All outdoor facilities are floodlit and WiFi reaches throughout the campus, there is on site medical staff and an integrated campus for all year groups with community facilities adjacent, for example the cricket pitch, basketball and tennis courts.



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# An average day at DES Secondary

	Key Stage 3 - 5
06:30	Staff Arrive at School
07:00 – 07:25	Registration
07:30 – 08:20	Lesson 1
08:25 – 09:15	Lesson 2
09:15 – 09:45	Break
09:45 – 10:35	Lesson 3
10:40 – 11:30	Lesson 4
11:30 – 12:00	Lunch
12:00 – 12:50	Lesson 5
12:55 – 13:45	Lesson 6
13:45 – 14:30	CWT / PPA / Clubs / House

The working week runs from Sunday – Thursday with the weekend being Friday and Saturday.

The standard staff day runs from 6:30am – 2:30pm.



# The House System

AT DES, the House System forms an integral and highly popular part of the school. Our House System offers the opportunity for our students to meet and socialise with students in other age groups and classes and encourages students to share experiences in a safe and respectful environment. Within our diverse school population, our House System successfully fosters a sense of belonging, collaboration and community.

House events are held regularly for the students and are designed to encourage maximum participation and camaraderie within each house.

Inter-House sporting competitions every half-term highlight students' aptitude for teamwork, sportsmanship, musical or artistic excellence. In the House System, students participate in collaborative competitions across the curriculum and in class to earn points for their house.

We are proud of the positive contribution the House System makes to all students' schooling experiences.





# Job Description and Person Specification

## Post: Head of School – Secondary

### Core Purpose:

As Head of School, you will be an inspirational leader with the drive and vision to work in close collaboration with the school Principal, in leading Dukhan English School on its journey to become a centre of academic excellence and a place where our students can thrive and become happy and successful leaders of the future.

You will take a lead role within the organisation, ensuring that the core values of QatarEnergy are embedded within the culture of the school and that these values of integrity, safety, excellence, collaboration, responsibility and respect, support the delivery of outstanding provision for our students.

### Context:

Dukhan English School accommodates 1200 students aged 3-18 across a state-of-the-art single campus. All of the students are from families who are employed by QatarEnergy, meaning that the sense of community is a key factor as to the success of the school.

The school has first rate facilities that support the delivery of a world class international education.



The successful applicant will be committed to ensuring Dukhan English School continues to go from strength to strength, supporting collaborative working practices across the QatarEnergy Schools and providing an international education that QatarEnergy and the Dukhan community as a whole can be proud of.

**Primary Purpose of the Job:**

Have day to day management and organisational responsibility for the school under the overall direction of the Principal, in formulating, implementing and reviewing the school improvement plan by:

- Establishing policies, processes and actions for school improvement;
- Leading and managing staff in all delegated aspects of implementation, particularly in relation to academic excellence and any required interventions;
- Monitoring practice to ensure that developed responsibilities are being carried out effectively in order to improve the quality of teaching and learning and so enabling the highest possible outcomes for students.

**A full job description and person specification can be downloaded separately**



## Remuneration package

- **Contract** – 2 years renewable contract
- **Salary** – Excellent tax free salary, commensurate with experience and qualifications (to be discussed at interview)
- **Accommodation** – Provided by QatarEnergy
- **Transportation allowance, location allowance & furniture grant also apply**
- **Annual leave** – School holidays
- **Annual return flights** – Three on single status or one for each member of the family on married status
- **Education assistance** – Covered as per QatarEnergy policy
- **Medical & Dental (limited) care** – Covered by QatarEnergy medical insurance
- **Life insurance** – Covered by QatarEnergy
- **End of service bonus** – One-month basic salary for every year of service
- **Performance bonus** – Based on performance evaluation
- **Annual increase in basic salary** – Based on performance evaluation



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# Living in Qatar

The country has excellent facilities for adults and children alike, Doha is the vibrant heart of the country with shopping malls, golf courses, cinemas and many five-star restaurants. There is a first-class international airport with Qatar Airways, the national carrier, flying to all parts of the globe. It is believed that over 500 expats arrive in Qatar daily. Qatar is home to a great many expats from all over the world who have relocated here for work and enjoy all the country has to offer, including luxury hotels, restaurants and Malls.

The Dukhan community is incredible embracing and supportive. A number of community events including Hash camping, musical performance and termly themed celebrations ensure newcomers always feel happy and comfortable in their new surroundings.

Whilst Dukhan is relatively remote in Qatar geography, this affords it the most picturesque and beautiful scenery within the country. Our location on Qatar's west coast gives us miles of natural coastline which can be enjoyed by sports people, tourists and nature lovers alike. These benefits can all be enjoyed within a 50 mile drive of the centre of the exciting and rapidly developing capital of Doha.



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The exclusive Dukhan Water Sports & Sailing Club plays host to termly sailing classes and events, as well as jet ski hire and dolphin tour boats. Dukhan Triathlon takes place annually, where a host of amateur and professional triathletes compete across rugged desert landscape, temperate beach waters, and the perfect cycling roads surrounding the town. The Club also has private beaches, accommodation, swimming pool, waterslide and restaurant.

All of the FIFA World Cup stadiums are within an hours' drive and links to other areas including

Doha have been greatly improved by the building of a motorway network and high-speed Metro train network. Qatar is rated as one of the safest countries in the world and Dukhan is one of the safest places in Qatar, as such families can feel confident that their children can play safely outdoors with friends from an early age. Qatar has a full-time philharmonic orchestra which plays at a number of world class venues in Doha and a growing list of galleries to be visited. The Museum of Islamic Art and the National Museum of Qatar are a must see.

The climate is warm with plenty of sunshine throughout the year, this allows many opportunities for water sports and great opportunities to explore the desert that lies beyond the city limits.



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