HEAD OF COLLEGE

ABOUT THE POSITION

UWC makes education a force to unite people, nations and cultures for peace and a sustainable future.
The Mahindra United World College of India (MUWCI) joined the global education movement of UWC (United World Colleges) in November 1997, with a commitment to further the UWC mission to unite People, Nations and Cultures for Peace and a Sustainable Future. The inaugural class comprised of 91 students from around the world.

Ever since then, MUWCI has built a reputation for innovative teaching and experiential learning. For the 240 resident students on our unique campus located in a biodiversity reserve in the Western Ghats of India, learning is a way of life which goes beyond the International Baccalaureate Diploma Programme taught at the College.

Indeed, our local context within rural India, provides for many Service Learning opportunities and our biodiversity reserve enriches the learning of our community in ecological and sustainability awareness.

Our educational vision is framed by the UWC Educational Model, which places Deliberate Diversity at its core. Our students live and learn in a diverse community where they are challenged to be engaged and motivated so that they can achieve their potential and become agents of change, fostering peace and sustainability wherever they are in the world.
ABOUT THE UWC MOVEMENT

UWC (United World Colleges) is a global education movement with the mission - To make education a force to unite people, nations and cultures for peace and a sustainable future.

Central to the ethos of UWC is the belief that social change can be best brought about by creating an environment of shared humanity among young people from diverse backgrounds, through alternative thinking, personal example and selfless leadership. Understanding and commitment to the ideals of the United World Colleges, and the mission, “to make education a force to unite people, nations and cultures for peace and a sustainable future”, is central to how our students are guided and how their learning is shaped.

There are 18 UWCs today across 4 continents. While every college shares the UWC mission, values, and guiding principles, each one has its own unique identity based on the local culture and community. They bring together students from diverse backgrounds to understand the value of unity in diversity, in order to create purposeful communities.

UWC depends on the dedication and expertise of a network of volunteers – known as national committees – to find and select many of our students.

The UWC movement places emphasis on experiential learning alongside providing its 16-19-year-old students with the International Baccalaureate (IB) Diploma, an internationally recognised educational programme developed in close collaboration with UWC in the late 1960s. The IB Diploma Programme aims "to develop students who have an excellent breadth and depth of knowledge – students who flourish physically, intellectually, emotionally and ethically."
ABOUT THE UWC MOVEMENT

UWC is a federal organization; the schools and colleges are autonomously governed but are all united by a commitment to UWC’s mission and values and its educational model. UWC International is the guardian of UWC’s ethos and is responsible for developing strategy, policies and guidelines for the movement.

Finally, it fosters a lifelong commitment to social responsibility and, to date, has inspired a worldwide network of over 60,000 alumni, who believe that the UWC values can be used as a driver for positive change, locally, nationally and internationally.

For further information, please visit the UWC website.
MUWCI has over the past few years consciously built an eco-system aligned to the UWC ethos, that enables its students to go beyond academics. Experiential learning, and community living are integral parts of this unique educational experience.

The curriculum at MUWCI encompasses political education, ecological and outdoor education, social and emotional learning, and a host studies programme. Service learning and engaging with the community are vital elements of the MUWCI experience.

Guided by this holistic approach which is at the heart of MUWCI’s philosophy, the teaching process is structured around 3 main areas— Academics, Experiential Learning, and Residential Life.
ACADEMICS

At MUWCI, we go beyond imparting world-class education through theoretical classroom teaching. Given the deeply interconnected world we live in, a world-class education is about critical thinking, communication, collaboration and creativity. Our students learn through experiencing the real-world application of, and engagement with, academic methods and content. They are given the space to question why things happen and to construct their own informed views and opinions about a whole range of topics and areas of learning. We therefore encourage:

- Diverse faculty and "practitioner-teachers" who bring a wealth of knowledge and field expertise into their classrooms.
- Learning of different native languages.
- Learning Support & Peer Tutoring.
- Student Research Projects that offer students the opportunity to delve into problems of their choice outside of the IB-assigned topics.

The University Guidance Office closes the loop on the Academic aspect of student life by working closely with each student to help them plan their future path after MUWCI.
TRIVENI (EXPERIENTIAL LEARNING)

Experiential learning at MUWCI complements Academic Learning and uses the following multi-pronged approach to make education more meaningful for our students. The Triveni Programme is unique to MUWCI and consists of the following:

- An IB CAS+ Programme, with an enhanced emphasis on Service Learning.
- Multiple experiential learning weeks, both on campus and across India.
- A rich, year-round calendar of campus events, including Regional Weeks, Seminar Series, Experts-in-Residence, and more.


**Active Doing & Sports** covers year-round activities like individual sports, team-based physical recreations, dancing, martial arts, yoga, or workout and physical fitness.

**Service Learning** offers an opportunity to students to work on issues ranging from Community Welfare & Education, to Art & Culture and Sports. Since 2005, the College also runs the ‘Akshara’ Program for youth in rural Maharashtra. This was initiated to enhance the existing skills of young students in the region and help them broaden their educational experience.

**India Experience** offers a unique opportunity to students to understand the cultural, social, language and geographical diversity of India.

**Ecological and Outdoor Education** is aimed at building affinity and connection with nature. This includes outdoor expeditions and activities, engagement with the biodiversity reserve, and understanding ecosystems in the natural world, with students building valuable skills like Teamwork, Resilience, Leadership, and Resource Management.
RESIDENTIAL LIFE

At MUWCI, the Campus is designed to create social spaces where students can informally interact with one another and with faculty. These informal interactions help our students strengthen relationships and learn about cultures different from their own.

In addition to the larger MUWCI community, we also have micro-communities in place that give students multiple avenues to participate in campus and community life, such as regular meetings which take place in individual Wadas (Residences), College Assembly (Student Council), and Peer Support Group, to name but a few. These micro-communities serve as forums where every student can be heard and participate in shaping the community in which they live.
JOB DESCRIPTION

The HOC is expected to create and maintain an environment where students are able to experience a transformative international education, develop holistically and gain a meaningful intercultural understanding of how to live in a diverse, global community of students.
The Head of College (HOC) is the Chief Executive of UWC Mahindra College and directs the management of the college through the Heads’ Committee in compliance with agreed accreditation standards, the requirements of the International Baccalaureate and the philosophy, policies, processes and practices of the UWC Movement, as formulated and required by the Board of Governors, (the Board). The HOC reports to the Board of Governors.

To provide strategic direction and other legal and statutory support, the Board has appointed the Strategy Committee. The HOC works closely with this Committee, which serves as a crucial link between the Board and the College.

The members of the Heads’ Committee report to the HOC to ensure that the HOC is in control of all aspects of the college and the efficient working of various departments including Academics, Experiential Learning, Student Life, Admissions, Infrastructure, Finance, HR, Akshara, (the College’s social initiatives in neighbouring villages) and other support services required for the smooth operation of the College and its adherence to all the applicable laws and regulations.

As an executive officer appointed by and directly responsible to the Board, the Head of College directs and co-ordinates the educational and residential activities of the College in compliance with IB standards, the philosophy and policies of the UWC Movement and those prescribed by the Board.
KEY RESPONSIBILITIES

Academics, Experiential Learning & Student Life

- Oversee the teaching of students at the College and their overall development in accordance with the specialised teaching standards set out by the International Baccalaureate ("IB") Organisation, and supported by the Deputy Head, the Head of Academics and the Head of Student Life.
- Play an active part in the College’s educational programme through the conducting of lectures, seminars, workshops, tutorials, and other courses.
- Oversee the professional development and preparation of teachers and staff to ensure the standards set by the UWC Movement and the College are maintained and furthered towards excellence.
- Ensure proper processes are in place for the selection, annual evaluation and professional development of teaching staff members in liaison with the Head of Education and Learning.
- Formulate plans and policies for the educational programmes and all aspects of student life and submitting them to the Board for approval.
- Visit classrooms to observe the effectiveness of instructional materials and recommending changes to improve them.
- Encourage the participation of teachers and where appropriate arrange and participate in workshops, committees and conferences designed to promote the intellectual, social and physical welfare of all the students.
- Supervise and administer student admission activities, including marketing, and delegate detailed action as appropriate.
- Promote excellence in educational and community outreach programmes as well as articulate policies to ensure a safe and socially robust residential life.
- Endeavour to take the Biodiversity Initiative at MUWCI to the next level and sustain the vibrant interest of the College community in its development.
KEY RESPONSIBILITIES

Governance, Finance & Administration

- Produce and maintain manuals, guidelines and reports on College educational and residential policies and practices for distribution to personnel, students and the public, as appropriate.
- Develop and oversee the implementation of a fund-raising strategy and actively guide the College outreach and fund-raising efforts to support the grant of greater scholarships to diverse students in line with the College Vision 2022.
- Produce the Annual Report every year.
- Ensure sound fiscal management and other statutory compliances, along with the CFO and other professional experts.
- Plan and monitor the College’s budget with the Head of Finance and Head of Administration and be responsible for the detailed record and relevant controls.
- Stay connected to the UWC network, the various stakeholders of the College, including parents, alumni and donors, and operate within the framework of Indian laws. (Appropriate support in terms of professional experts will be provided to address legal/statutory matters, as and when necessary).
- Develop effective working relationships with all key stakeholders i.e. the Strategy Committee, Faculty Members, Heads of Departments (i.e., Finance, Administration, HR, IT.), the UWC Committee of India and UWC International Office, Students, Parents, Donors, Alumni and the neighbouring village community.
- The HOC will play a fundamental role in external relations, communications and advocacy, in relation with the Heads of other UWCs, International Office and other UWC Councils – promoting its strengths, USPs and other unique initiatives. This includes attending the twice-yearly meetings of the UWC Heads and participating in Council Meetings of the UWC Movement.
KEY RESPONSIBILITIES

Overall Purpose of the role

- Provide visionary leadership, to create, maintain and develop the conditions which enable students to live by the core UWC values and support teachers to succeed in taking education to the next level.
- Strengthen the three pillars of MUWCI’s learning programme – i.e., Academic Life, Experiential Learning and Student Life, to maintain a high standard for academic scores and make education a force that unites People, Nations and Cultures for peace and a sustainable future.
- Achieve MUWCI’s Vision 2022.
- Ensure that the College stays accredited by the Council of International Schools (CIS).
- Encourage Innovation and Drive Positive Change among the staff and students.
- Further the development of mission-aligned teaching and learning, including remote learning, to the benefit of the wider UWC movement.
- Support and strengthen Triveni, Akshara and other community development programs.
EXPECTED EXPERIENCE AND EXPERTISE

- Relevant academic and professional qualifications from internationally recognized Universities.
- Familiarity with the International Baccalaureate curriculum.
- Senior Level Leadership experience in a residential international institution or across a variety of educational contexts.
- Proven experience of leading, developing and motivating teaching and non-teaching teams, with a clear commitment to the continuing professional development of all colleagues.
- An educational leader with a high degree of personal and professional motivation and integrity with an ability to motivate colleagues, students and staff alike through personal example.
- The ability to support and advise the Leadership Team & Strategy Committee, and the Board on the formulation of the annual budget, the drafting of College policies, the improvement of Campus practices and the capacity to balance short-term priorities with longer-term strategic goals.
- Within established frameworks, have the ability to manage risks and accountabilities.
- Ability to identify emerging talent, and offer support, leading to improved capabilities in delivering a 21st century education.
- The capacity to shape the current and future quality of the educational programmes through high quality training and sustained professional development of all staff.
- An international educational leader, with high levels of cultural sensitivity, an awareness of the complexities of operating in a multilingual environment and a demonstrable passion for international education, and the unique diversity of the UWC student population.
HOW TO APPLY

MUWCI is committed to Diversity and Equity in employment. All qualified applicants are encouraged to apply. Candidates interested in this position may please send a CV and a statement (maximum 1,000 words) describing your interest in the position to hocsearch@muwci.net

Deadline for applications: **Friday, August 21, 2020.**

Only candidates selected for an interview will be contacted.