



Queen
Elizabeth's
Global Schools



CANDIDATE BRIEF FOR THE APPOINTMENT OF

Group Head of People & Culture

Based in Dubai, UAE.



Welcome

Thank you for your interest in joining Queen Elizabeth's Global Schools. I am delighted you're exploring the possibility of becoming part of our extraordinary journey.

At Queen Elizabeth's Global Schools, we are doing something truly special. We are building an ambitious and inclusive family of schools inspired by the values and heritage of our founding school Queen Elizabeth's School, Barnet—one of the UK's most academically distinguished institutions. But while our standards are world-class, our mission is deeply human: to nurture students who are Confident, Able, and Responsible, ready to shape the world with both intellect and integrity.

We are unapologetically aspirational for every child and every colleague. That means we expect the best—but we also give our best. As part of our team, you'll find yourself surrounded by high-performing, like-minded professionals who support, challenge, and inspire one another every day. You will be empowered to lead, to grow, and to make a genuine impact.

We are proud of the diverse and inclusive communities we are cultivating across our schools, and safeguarding is central to all that we do. This is a place where every individual—regardless of background—is seen, heard, and valued.

If you believe in the power of education to transform lives, and if you are excited by the idea of helping shape something exceptional from the ground up, we warmly invite you to take the next step with us.



Caroline Pendleton-Nash
*Chief Executive Officer,
Queen Elizabeth's Global Schools*



The School

At Queen Elizabeth's Global Schools, we proudly extend the distinguished legacy of Queen Elizabeth's School, Barnet—one of the United Kingdom's most celebrated academic institutions. Founded on centuries of tradition and intellectual rigour, our branch schools uphold an uncompromising commitment to academic excellence, character formation, and cultural enrichment.

Our vision is to cultivate dynamic, world-class learning environments where the next generation of confident, able, and responsible young men and women are shaped. We challenge our students to think independently, lead with purpose, and embrace a global perspective—all within a community that values tradition, discipline, and innovation.

By blending the timeless values of our founding school with the opportunities of a rapidly evolving world, we ignite curiosity, inspire ambition, and prepare our students to make meaningful contributions to society—as scholars, leaders, and changemakers.





The Opportunity

We are seeking an exceptional Group Head of People & Culture to lead the human capital strategy for Queen Elizabeth's Global Schools. This is an exciting opportunity to build a world-class people function from the ground up within a prestigious British international school group.

The ideal candidate will be a strategic and experienced leader of people and culture with a deep understanding of international education or premium service sectors, and a proven track record in shaping high-performance cultures. You will be responsible for developing and implementing forward-thinking initiatives that support our global growth, reflect our values, and ensure an outstanding employee experience across all campuses.

As a key member of the founding team, you will play a critical role in attracting and retaining exceptional talent, embedding our ethos of excellence, and positioning QE Global Schools as an employer of choice in each market we enter—upholding the standards and legacy of our founding school, Queen Elizabeth's School, Barnet.

If you are passionate about cultivating thriving workplace cultures, leading with integrity, and enabling people to perform at their best within a fast-paced, high-performance environment, we would be delighted to hear from you.

The Role

Job Title: Group Head of People & Culture
Reporting to: Global Director of Operations

Strategic HR Leadership & Organisational Development

- Develop and implement a global HR strategy aligned with the group's expansion objectives
- Lead organisational design initiatives to support new market entries and group expansions
- Serve as a trusted advisor to the C-suite on all people-related aspects of business strategy
- Oversee workforce planning models to optimise staffing ratios and operational efficiency
- Drive digital transformation of HR processes across the group

Global Talent Acquisition & Employer Branding

- Design and implement an elite recruitment strategy targeting top-tier leaders, teachers and school staff
- Create a premium employer value proposition that differentiates us in competitive education markets
- Implement AI-enhanced recruitment technologies to streamline global hiring processes
- Establish key metrics for time-to-hire, quality-of-hire, and recruitment ROI

Leadership Development & Succession Planning

- Design and deliver a world-class leadership academy for current and future school principals
- Implement 360-degree assessment tools for senior leadership development
- Create robust succession plans for all critical roles with identified high-potential candidates
- Establish executive coaching programs for senior leadership team members



Performance & Reward Architecture

- Develop a global compensation framework with localised market adjustments
- Design innovative benefits packages that appeal to internationally mobile educators
- Implement performance management systems linking teaching outcomes to career progression
- Create recognition programs that celebrate teaching excellence and innovation

Employee Experience & Culture

- Develop and nurture our “One Group” culture across diverse international locations
- Implement regular employee pulse surveys with action-oriented feedback loops
- Design state-of-the-art onboarding experiences for international hires
- Establish global staff wellbeing initiatives and mental health support programs

HR Operations & Compliance Excellence

- Maintain an up-to-date knowledge of labour laws across all operating countries
- Develop crisis management protocols for complex employee relations issues
- Oversee the implementation of a unified HRIS system across all locations
- Standardise and quality assure all policies and practices relating to People and Culture, while allowing for necessary local adaptations

Safeguarding & Professional Standards

- Maintain the highest standards of child protection in all HR practices
- Oversee enhanced vetting processes including international background checks
- Develop comprehensive safeguarding training programs for all staff levels
- Establish clear protocols for handling safeguarding concerns

Learning & Organisational Development

- Create a continuous professional development framework for academic staff
- Implement micro-credentialing systems for specialised teaching competencies
- Develop coaching and mentoring programs across all levels
- Establish partnerships with leading education institutions for staff development

Local Hiring Compliance

- Develop and execute localisation strategies in line with country-specific legal and cultural requirements, including Emiratisation in the UAE
- Establish hiring targets and reporting frameworks to ensure compliance with national workforce quotas
- Partner with local government entities and employment platforms to attract and onboard qualified national talent
- Design career pathways and professional development programmes tailored to support the growth of local hires into leadership roles
- Ensure all recruitment, onboarding, and promotion processes are inclusive, equitable, and aligned with local employment policies
- Collaborate with school leadership to build a culturally responsive staff environment that respects and reflects national identity
- Monitor changes in localisation laws across operating regions and update policies accordingly.



The Person

Qualifications and Experience

- 10+ years progressive HR experience with at least 5 years in senior leadership roles
- Bachelors degree in Human Resources, Organisational Psychology, or Business Administration (Masters Degree is strongly preferred)
- International HR experience spanning multiple countries, preferably in education
- Proven track record in organisational design and transformation
- Expertise in international employment law and compliance
- CHRO or equivalent senior HR certification (CIPD Level 7, SHRM-SCP, SPHR)

Personal Qualities

- Strategic thinking and business acumen
- Exceptional interpersonal and influencing skills
- Cultural sensitivity and global mindset
- Strong analytical and problem-solving abilities
- High emotional intelligence and leadership presence



The Package

We believe that outstanding staff deserve outstanding support. Our compensation and benefits package reflects our deep commitment to attracting and retaining exceptional colleagues who share our ambition and values. Subject to individual status, our package includes:

Salary We offer a generous, tax-free salary aligned to our internal salary scale, which is based on qualifications and experience. This scale is reviewed annually by the Governing Body to ensure it remains competitive with leading international school groups.

Accommodation A housing allowance is provided to support a high standard of living.

Relocation Support For international hires, flights are covered for the employee. A relocation/shipping allowance is included to ease the transition.

Annual Airfare Annual return airfare is provided for the employee and eligible dependents.

Medical Insurance Comprehensive medical insurance is provided for the employee and dependents (where applicable).

School Fee Remission Up to 100% tuition fee remission for up to two children attending Queen Elizabeth's Global Schools.

Gratuity End-of-service gratuity provided in accordance with local labour law.

Professional Development A dedicated Professional Development Fund is available to support continuous growth through courses, certifications, or attendance at leading educational conferences.

Discretionary End-of-Contract Bonus A discretionary bonus may be awarded upon completion of the contract, in recognition of performance and contribution to school life.

Wellbeing & Staff Culture A calendar of staff wellbeing and enrichment activities, focused on balance and connection.





The Process

Applications should be submitted electronically via the TES platform. Please ensure that all required documents are uploaded as part of your application.

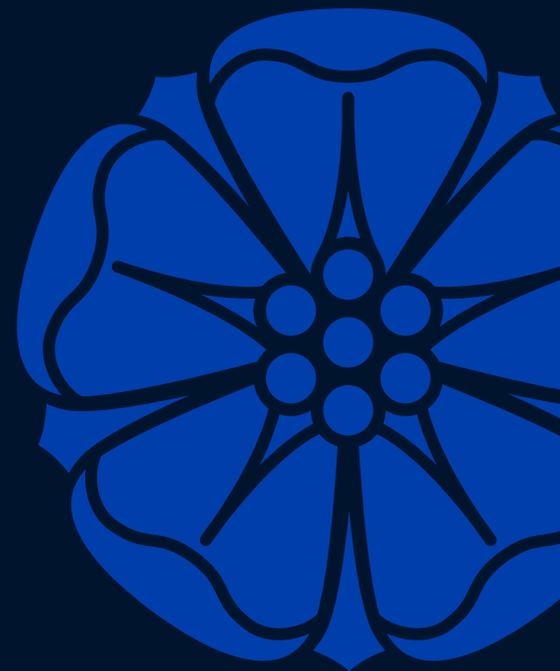
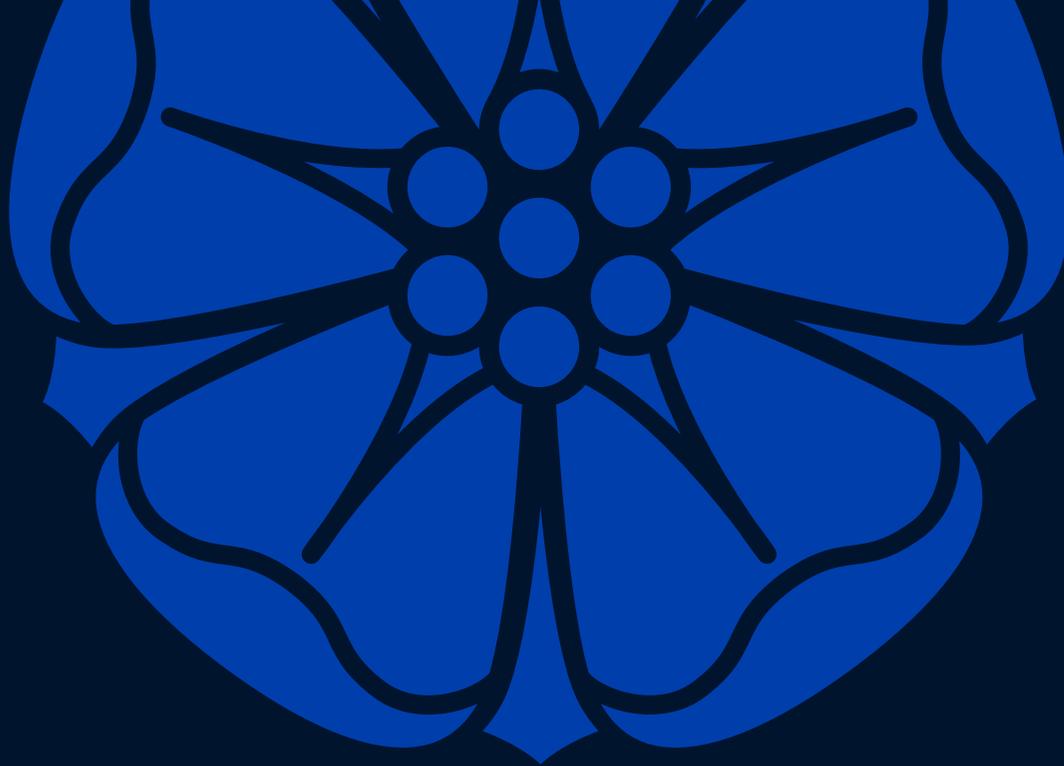
The recruitment process will consist of the following stages:

- First Stage: Panel interview with members of the Queen Elizabeth's Global Schools Operations team.
- Second Stage: Interview with Queen Elizabeth's Global Schools CEO.

Candidates will be asked to present their vision for cultivating a world-class people and culture strategy that drives excellence and differentiation in a competitive international education market.

Queen Elizabeth's Global Schools are an equal opportunities employer and are deeply committed to safeguarding our students, ensuring their safety and wellbeing. We expect all staff and members of our community to share this commitment and to promptly report any concerns about a student's or community member's safety or wellbeing. Applicants must be willing to undergo rigorous child protection screening, including checks with past employers and providing Police Clearance Certificates from all countries that the applicant has resided in.

Opening and operations are subject to the completion of the building and final approval from KHDA.



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*Some images within this document have been generated using Artificial Intelligence (AI).