

UPPINGHAM HUNG YEN, VIETNAM

FOUNDING HEAD OF SCHOOL

For Early 2026

Information for Candidates

Note: This information should be read in conjunction with the information written by Uppingham Hung Yen and also available via the opportunity announcement on the RSAcademics website. However, candidates should follow the RSAcademics application instructions included at the end of this document.

RSAcademics is pleased to be supporting Uppingham School and their partner in Vietnam, Viet Capital Education Fund, in the appointment of a Founding Head of School for Uppingham Hung Yen. This will be Uppingham's first entry into Asia and it will reflect the UK school's commitment to an exceptional holistic education.

Given the aspiration for a candidate to take up position in early 2026, this appointment process is being organised on a tight timeline. The short turnaround has come about because the partners in the school have been keen to finalise all contracts connected to the school and its site before proceeding with founding appointments.

Uppingham Hung Yen is located in Ecopark, a 500-hectare urban township development in Hung Yen Province on the outskirts of Hanoi. This is a highly sought-after location, and the Uppingham-Viet Capital school proposal was selected for the site in preference to several other bids. Ecopark offers extremely attractive surroundings, with urban development set among lakes, forested areas and open spaces. It has a climate that is often four degrees cooler than central Hanoi and with few pollution issues, and yet Hanoi's CBD is only half-an-hour away. The Ecopark location also provides a natural catchment of families who will enjoy easy and safe access to the school.

The school was purpose-constructed and is almost fully complete. At capacity, it will be able to accommodate 1,500 students on a 4.7-hectare campus, with impressive academic space and extensive sports and performance facilities. The plan is to get under way cautiously and to build steadily: an initial intake of up to 120 students from Kindergarten to Year 7 is anticipated. A Founding Head of Primary is also being sought.

Uppingham Hung Yen will be a British curriculum school, through to A-level. The community will be majority Vietnamese but with an international cohort, especially from other Asian expatriate communities. The school will reflect Uppingham's fundamental and historic commitment to a holistic education. The aim is for students to enjoy an authentically Uppingham experience that encourages intellectual rigour, exploration, critical analysis, creativity, risk-taking, communication and teamwork alongside high academic standards and a strong focus on wellbeing.

The Role

Uppingham Hung Yen is seeking a Founding Head of School who will get the school off to the best of starts, then steer it through its first phases of development. The successful candidate is likely to have some experience of founding; if not, they will be able to demonstrate the spirit, drive, creativity, flexibility and resilience that a founding leadership role demands. They will also need the determination with adaptability that will enable them to do this in the distinctive environment of Vietnam.

Viet Capital Education Fund will provide a team on the ground to support some elements of the founding operations, so that the Founding Head of School can oversee the organisation of the facilities, plan the school's academic life and the student experience, recruit a founding team, and play a key role in student recruitment. As is typical in founding situations, this will require vision combined with a readiness to roll up their sleeves and get on with whatever needs to be done.

Perhaps above all, Uppingham and Viet Capital are seeking a Head of School who will commit fully to establishing an authentically-Uppingham school in a very different cultural environment. Uppingham pioneered the nineteenth-century development of holistic education and this remains central to its purpose and identity. Uppingham Hung Yen will be its second international school after Uppingham Cairo and that identity is expected to run through all its schools. High academic standards will be indivisible from a deep concern for wellbeing and opportunities for students to flourish in every area of life, including music, arts, sport and a wide range of other pursuits.

The Head of School must also be prepared to support meaningful links between the Uppingham schools – at student, teacher and leadership level. Uppingham is serious about developing a tight-knit group in which the schools learn from and add value to each other.

The Founding Head of School will require credibility from the outset – to assemble a high-calibre founding team and to attract the first families who will be the foundation of the school's future success. This credibility will come from experience that has meaning to these audiences as well as a personality and leadership style that can inspire confidence

It is most likely that the successful candidate will have had experience in a well-regarded school in the UK and/or in a British international school; they will need to embody the culture and traditions of a British – and specifically an Uppingham – education. They will probably have experience as a Head of School, but the role

could suit an outstanding candidate looking to step up if in every other way their experience and attributes make them an obvious match for the role. They must certainly be able to demonstrate the cultural curiosity and adaptability needed to operate successfully and to thrive in Vietnam. They should be comfortable with ambiguity and a fast pace, be confident in representing the school externally as well as an inspiring leader internally, and be able to see the bigger picture and the detail at the same time.

The Head of School will also need to recognise and respect the nuances of accountability in a partnership arrangement. They will report to the Viet Capital Education Fund in-country but will also maintain close links with Dr Richard Maloney, Uppingham School's Headmaster, and other key UK colleagues. And they will understand the nature of their accountability to the partners together through an Advisory Board structure. The Head must be comfortable working within such a structure and be committed to openness and transparency in their dealings with both partners.

The strength of the partnership between Uppingham School and Viet Capital (they have been operating in partnership for several years but have waited to find the right opportunity), the enviable location, Uppingham's reputation and clear-sighted and forward-looking view of education, and the excitement around the development of British international schools in Vietnam combine to make this a compelling opportunity.

Uppingham and Viet Capital have a very real ambition to make Uppingham Hung Yen the best international school in Vietnam and they are seeking a proven leader who will realise that ambition. A very competitive remuneration package will be offered.

Uppingham School is committed to safeguarding and promoting the welfare of children. Successful candidates must be willing to undergo full screening in accordance with Keeping Children Safe in Education (KCSiE), including providing all relevant police checks. Issues relating to safeguarding and promoting the welfare of students will be explored at interview and written references will be followed up by verification calls.

How to Apply

This appointment is being organised on an extremely tight timeline. The recruitment process is being managed by RSAcademics Ltd on behalf Uppingham School and Viet Capital Education Fund.

Three members of the RSAcademics team are primarily engaged on this process:

Jean Sullivan
Head of International Search
JeanSullivan@rsacademics.com

Hannah Green
International Appointments Consultant
HannahGreen@rsacademics.com

Keith Clark
Head of International Leadership Appointments
KeithClark@RSAcademics.com

Interested candidates are invited to contact Jean Sullivan (based in the UK) or Hannah Green (based in Malaysia) by email for an initial confidential conversation.

The deadline for applications is Tuesday 11 November 2025 at 10:00 UK / 17:00 Vietnam. Earlier applications are also strongly encouraged.

You should submit:

- A completed application form (candidates familiar with RSAcademics processes should note that this is the Uppingham Hung Yen form, not the standard RSAcademics form).
- A completed data sharing agreement.
- A copy of your curriculum vitae/résumé.

Applications should be made electronically to RSAcademics. Please apply at **www.rsacademics.com** via the **Apply Now** link accompanying the announcement of the position. You will be taken to an online portal where you will be able to download an application form. Please follow the instructions provided to complete and submit your application.

When you submit your application, you will receive an automated email from RSAcademics confirming that we have received it. If you have not received the automated email within two working days of submitting your application, or if you have any other queries relating to uploading your application documents, please contact Alison Hooper, Project Coordinator at applications@rsacademics.com. Alison can also be reached by calling +44 (0) 204 6269 7911.

Selected candidates will be invited to preliminary interviews by video call with RSAcademics colleagues on 13 or 14 November 2025.

Further video interviews for candidates who proceed beyond preliminary interviews will take place with members of Uppingham Vietnam team. Decisions on final interviews will be made according to the candidates selected for that stage.

Founded in 2002 by Russell Speirs, RSAcademics specialises in schools, in the UK and internationally. The company advises on business strategy and strategic marketing, development and fundraising, leadership consultancy and the search and selection of Heads, Chairs of Boards, Bursars and other senior staff. Comprising a team of exceptional talent and experience, RSAcademics provides a high-quality service to schools with rigour, expertise and warmth. RSAcademics is committed to promoting diversity and inclusion in schools. Please visit www.rsacademics.com for more information.