



BISHOPSTROW COLLEGE

A pathway to excellence

Head of Boarding

We are seeking to appoint a committed, enthusiastic and versatile candidate with a passion for education in its broadest sense to lead our boarding team from August/September 2018. The post would suit candidates with previous experience in a similar role, with a proven record of pastoral care.

Bishopstrow College is a co-educational, year-round International Boarding School offering English language and academic pathway programmes to prepare international students, aged 7 to 17 years, for entry into the best UK boarding schools. The College currently has up to 90 boarders from a wide range of countries, so that no single language group predominates. The College operates an innovative four-term academic year, with programmes offered for three age groups: 7-11 years, 12-13 years and 14-17 years. Students enrol for between one and four terms as it is always the aim for students to progress to their preferred schools as quickly as possible.

Responsibilities include:

- Safeguarding and promoting the welfare of all students and ensuring the health and safety of students and staff.
- Being the Deputy Designated Safeguarding Lead.
- Supervising and ensuring the smooth running of day-to-day boarding and pastoral routines.
- Managing administrative duties associated with pastoral and boarding care.
- Facilitating and encouraging a learning experience which provides students with the opportunity to fulfil their individual potential.
- Monitoring and supporting the overall progress and development of students.
- Overseeing the extra-curricular activities programme and sports programme.
- Leading excursions and organising weekend activities.

The position will suit someone who is looking for variety in their work and the opportunity to take initiative. Candidates should genuinely enjoy working with children, be enthusiastic, energetic, have excellent communication skills and be able to lead a team. Accommodation and all meals are provided during term time. This role could suit either a single person or a couple. There is also the opportunity for an individual or both partners to play an active role in either the teaching or administrative aspects of the College, subject to suitable skills and experience. Candidates who can also offer experience or expertise in sport, art, music or drama are particularly welcome to apply. The candidate must hold a full UK driving licence.

Hours: c. 50 hours per week; 2 days off per week.
Remuneration: Commensurate with experience. 10 weeks holiday.

Closing Date for Applications: Wednesday 4 July, 2018

Interviews: Monday/Tuesday/Wednesday 9, 10, 11 July, 2018.

All placements are subject to enhanced DBS clearance. For an application pack please see www.bishopstrow.com/job-opportunities or email recruitment@bishopstrow.com if you have any queries.

The College is committed to Safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Bishopstrow, Warminster, Wiltshire, BA12 9HU, England.

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