



Beau Soleil
Collège Alpin International

Graduate Assistant - Required, September 2019



College Beau Soleil

At Beau Soleil, we believe it's what you do that counts. This philosophy holds true from the classroom to the boarding houses and well beyond, for both our students and for our staff. Whether you are teaching an IBDP class, or helping staff one of our amazing expeditions, we are a school that believes in the power of action, engagement and participation.

Students at Beau Soleil experience a unique, holistic education which is built around four core values: Respect, Responsibility, Ambition and Determination. These values underpin our educational and pastoral offer, providing a strong moral compass to our diverse, international community made up of students from nearly sixty countries around the world.

Drawing upon our fantastic alpine location, Beau Soleil offers curricular programmes in both English and French. Students follow the IMYC, IGCSE, IBDP or High School Diploma programmes within the International Section and, for the French Section, the French Brevet and Baccalaureate programme. Students also participate in a world class programme of service learning, adventure and expeditions, designed to build their personal resilience, character and compassion.

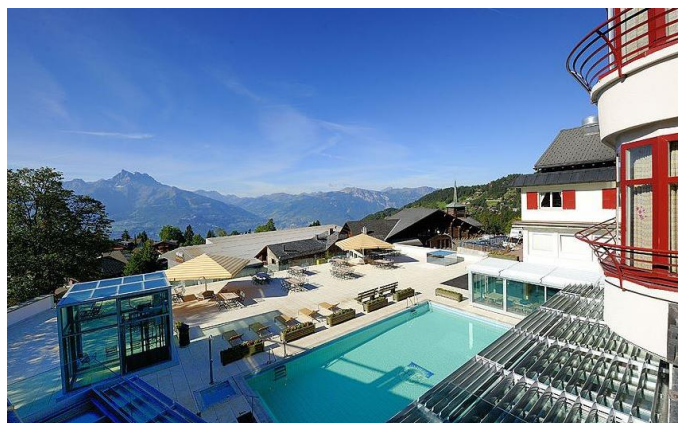
College Beau Soleil is a member of the Nord Anglia Education group of schools which offers staff the opportunity to share in a worldwide network of schools as well as benefitting from the professional training opportunities of the world's leading premium schools organisation.

Our Community

High quality teaching and learning lies at the heart of the ongoing development of the Beau Soleil educational experience. Our teachers are passionate about their subjects and work together to produce exceptional results. Creativity and innovation, energy and high expectations shape our approach. Professional development and training opportunities abound, and we believe in growing talent and supporting great teachers in their career paths.

Our pastoral team is devoted to the welfare of boarders. Every effort is made to ensure that students have access to the best services, emotional support and a warm family atmosphere whilst they are at school. All teachers play an important role as tutor in one of the 5 houses, coaching students and supporting the boarding team.

Students and staff share a real sense of pride in the school and its achievements: a pride that we hope you will see if you visit us for interview.





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Graduate Assisant required for September 2019

Are you a young graduate who is looking for the opportunity to experience life in a bilingual boarding school in the Swiss Alps? This may appeal to those thinking about a career as a teacher or working with young people, as well as those wishing to improve their language skills.



The school is located in a small alpine village in French speaking Switzerland. The village itself provides ample opportunity for skiing in the winter and outdoor pursuits in the summer. Geneva airport is 2 hours by bus and train, and Lausanne, Montreux and Geneva itself are all within easy reach.

The primary role of the graduate assistant is to act as a residential assistant in a boarding house, but there are also extensive opportunities for involvement in other areas of school life, such as supporting students in lessons and helping to run extra-curricular and weekend activities (including the ski programme during the winter term).

General duties will include:

- Working as part of a team to ensure the smooth running of the Boarding House and the wellbeing of the students in the house
- Morning and Evening duties in the Boarding House
- Overnight supervision in the Boarding House as required
- Various Boarding and School supervision duties as required
- Study supervision
- Help supervise the Library or small study groups
- Assist with extra-curricular activities
- Work alongside the school nurses to provide support and take students to doctors/dental appointments
- Reception duties
- Airport transfers
- Attend weekly Training and Support Meetings
- Any other duties which may be required from time to time by the School

HOW TO APPLY

Applications should be made via the Nord Anglia Education recruitment website at <http://www.beausoleil.ch/en/about-us/employment-opportunities> and should contain a CV, letter of application and the details of two professional referees.

The closing date for applications is January 5th, 2019. Successful short listed candidates will be contacted with initial discussions conducted remotely by telephone or Skype. A second round of interviews will take place at the Nord Anglia Education Recruitment Event in central London in the week commencing 21st January 2019 (alternative arrangements will be made for candidates who cannot attend in person).



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JOB DESCRIPTION

Title	Graduate Assistant
Department	Boarding
Reports to	Housemaster/Housemistress
Location	Villars-sur-Ollon

Purpose <i>(why the position exists, within what limits and with what objectives)</i>	The primary role of the graduate assistant is to act as a residential assistant in a boarding house, but there are also extensive opportunities for involvement in other areas of school life, such as supporting students in lessons and helping to run extra-curricular and weekend activities (including the ski programme during the winter term).
Key Responsibilities	<ul style="list-style-type: none">• Working as part of a team to ensure the smooth running of the Boarding House and the wellbeing of the students in the house• Morning and Evening duties in the Boarding House• Overnight supervision in the Boarding House as required• Various Boarding and School supervision duties as required• Study supervision• Help supervise the Library or small study groups• Assist with extra-curricular activities• Work alongside the school nurses to provide support and take students to doctors/dental appointments• Reception duties• Airport transfers• Attend weekly Training and Support Meetings• Any other duties which may be required from time to time by the School
Qualifications	<ul style="list-style-type: none">• Degree level education - preferred• Proficiency in French – of value• Ability to ski – of value but certainly not essential
Skills	<ul style="list-style-type: none">• Interpersonal skills• Collegiate and collaborative team player• Ability to work under pressure and remain calm• Willingness to take on multiple tasks• Self-motivated and enthusiastic• Adaptable
Terms and conditions	<p>Time off: The post holder will be entitled to one day off per week</p> <p>It is important that the post holder is always aware of Child Protection guidelines and observes a professional distance from students whilst still developing effective working and caring relationships.</p>