

**LE RÉGENT COLLEGE**

**RESIDENT BOARDING TUTOR**

**JOB DESCRIPTION**

‘The College aims at producing well-rounded, internationally-minded young men and women, through a rigorous approach to teaching and learning’.

The four School Principles are:

**COURTESY, COMPASSION, CREATIVITY AND COURAGE**

Le Régent College is a British International School situated in the Swiss Alps and has been open since 2015 in brand new facilities. The College welcomes boarding and day pupils from the age of 4 to 18. The UK syllabus is taught to Years 1-11, leading to GCSE and IGSCE, to be followed by the International Baccalaureate (IB) syllabus in the last two years of secondary school. We are an IB World School and will be starting to teach the IB Diploma Programme in September 2018. The first cohort of students will complete (I)GCSE examinations in the summer of 2018 and the IB Diploma in the summer of 2020.

The subject teacher is responsible to the Houseparents and the Head Master.

**AREA OF RESPONSIBILITY: BOARDING / PASTORAL**

**CHARACTER SPECIFICATIONS AND RESPONSIBILITIES**

We are seeking candidates who are understanding, confident and supportive. You must be proactive and enjoy arranging and leading activities. Flexibility to respond to the unexpected, and enthusiasm for trying new things are important, as are good organisational skills and a genuine interest in the welfare of young people.

In addition to the character specifications, candidates should:

* Have a degree level qualification or be expected to have finished their degree by September 2018.
* Hold a full UK or international driving licence.
* Have no previous criminal convictions.
* Have an additional skill, such as sport, music or drama for example, that will contribute to the co-curricular offering at the College.

The role of the Resident Boarding Tutor at Le Régent College is exciting, varied and demanding. Tutors are very much at the front line of the pastoral care of the boarders and play an important role in developing an atmosphere that is friendly, caring and purposeful. They work closely with the boarding Houseparents and are key members of a house team who have overall responsibility for the welfare of the pupils in the College. Although it has to be expected that you will sometimes be working long hours or taking part in activities that push you mentally or physically, the role is uniquely rewarding, and this position is an excellent opportunity to immerse yourself in the life of our school.

The Resident Boarding Tutor will:

* Support the Houseparents in all area of boarding life.
* Be responsible for the care and supervision of pupils whilst on duty.
* Organise and run CAS activities during the school day, and boarding activities in the evenings.
* Help pupils through lesson support and tutoring.
* Play an active role in supporting and attending weekend activities, and also going on expeditions in the capacity of a supporting member of staff.
* Assist in the transfer of pupils to and from airports at the beginning and end of term.
* Be available and ready to work 48 hours before the beginning and after the end of term.
* Maintain high standards of cleanliness, timekeeping and discipline in house through the application of the College’s policies and procedures.
* Act as a role model by working and presenting themselves professionally at all times.

Resident Boarding Tutors have a full day off each week and work everyone in two weekends. However, they must be flexible to the needs of the College which could mean their time off is shifted. The duties of the Boarding Tutor changes, but a typical busy day could include: waking pupils up in the morning and getting them off to school, supervising in house at break and lunchtimes, running a club after school, spending time with the pupils in the evening, and then putting them to bed at night time.

**TERMS AND CONDITIONS**

An excellent salary, onsite accommodation, and the opportunity to work and live in a famous Alpine ski resort, are part of the package included with this role.