



GORDONSTOUN

Broader experiences, broader minds

Housemistress for Hopeman House

Gordonstoun has been leading the way in character education for more than 80 years. Our uniquely broad curriculum provides challenge in the classroom, on the sea and on the mountain, on the stage and on the sports field and enables students to discover the truth in our motto – Plus Est En Vous – there is more in you. Situated on the stunning Moray Firth with its sunny microclimate, the school offers a superb quality of life for staff and their families.

Required from 1 September 2018

An experienced person with a background and qualifications in boarding and/or in pastoral care is required as Housemistress for Hopeman House; a girls' boarding house of around 60 girls between the ages of 13 and 18. The post of Housemistress is an exciting and challenging opportunity offering the possibility of further career development either at Gordonstoun or elsewhere

Information on the School and Hopeman House can be found on the School Website.

The Housemistress will be accommodated in an attractive four bedroomed flat attached to the Boarding House.

The School

Gordonstoun School is located in an impressive and attractive 150 acre estate in the temperate climate of Moray. It is six miles from Elgin, a town of some 25,000 population which has a British Rail main-line station. Inverness or Aberdeen, to which there are regular flights from most UK airports, are within one and two hours respectively, and there is straightforward access on good roads to Edinburgh, Glasgow and the rest of Scotland.

The Senior School has around 500 students aged 13 to 18, almost all of whom are full boarders. There are approximately 300 boys and 200 girls and the School has been fully co-educational for forty five years. Aberlour House, the Junior School situated on the same campus, has 105 pupils aged 6-13. Each year approximately 60 students join at Year 9 (13-plus) and 60 come into the Sixth Form. Almost all students in the School proceed to take three A-Levels at the end of their career, and over 90% each year move on to Higher Education.

The underlying philosophy of the School is that of holistic education – the full and individual development of the potential of every student. Thus, while the academic environment of the School is strong, the development of other attributes – physical, cultural, social and spiritual – is considered no less important and has equal emphasis placed upon it. Success in achieving this is ensured by the range of the School's activities and opportunities (listed in the prospectus), excellent facilities, an extremely generous student/staff ratio and a highly committed staff. The essential elements of Gordonstoun's distinctive ethos are internationalism, responsibility, challenge and service. Holidays are long but, during term time, members of staff devote themselves unstintingly to the welfare of the students and the success of the School. Involvement in school life in the broadest sense is expected from all full-time members of staff.

In this environment, pastoral care is an essential element. All members of staff are involved in this aspect of school life but the Housemistresses and Housemasters are the key people, acting fully and responsibly in loco parentis. A girl or boy looks upon her or his boarding house as home in term time and it is important that a family atmosphere – one of structure and stability, under-pinned by compassion and love – exists

within it. There are eight boarding houses (five for boys, three for girls). The Care Inspectorate visits the school on a regular basis and the most recent report graded the pastoral care and support given by House staff at the highest level.

The position and role of Housemistress

The Housemistress is directly responsible to the Deputy Head Pastoral Care (a member of the Senior Leadership Team) and, through him, to the Headmaster. All Housemasters and Housemistresses are members of the School's Pastoral Committee which discusses policy and its implementation. Flexibility and a readiness to be part of a team are important qualities.

All the boarding houses have a resident Assistant Housemistress/Assistant Housemaster. This member of staff shares general responsibilities and specific duties with the Housemistress/Housemaster including, routine duties for two days each week and several weekends each term. The School has a successful and sophisticated tutorial system in which all members of staff are involved, with each House having several members of staff allocated to it to perform supportive responsibilities of guidance and care at the discretion of the Housemistress/Housemaster. Each tutor does one evening's duty in the House each week. Each House has a Matron (non-residential) who deputises for the HM during the day, and has various responsibilities for supervision and pastoral care.

Terms and Conditions

The normal expectation for the appointment of a Housemistress is to complete a minimum of five years in post. Salary, will be according to experience, on the Gordonstoun salary scale. If the Housemistress is married, her spouse, on the condition that they are living in the House in term time, is paid an annual allowance. The salary scale and all allowances are reviewed annually.

The Housemistress's accommodation comes free of all rates and Council Tax and subject to a service occupancy agreement. Fuel and electricity are supplied, but these are declared as a taxable benefit; a telephone is provided free of all rental charges, although the Housemistress will reimburse the School for the cost of personal calls. . The School will meet the cost of furniture removal expenses within the UK.

Reduced educational fees for children are available at the Junior School, Aberlour House (6-13) and at Gordonstoun.

These notes are for general information only and the appointment will be subject to signature of formal conditions of employment. Candidates wishing to be considered for this post should complete the application form and submit a letter of application outlining why they feel they are suitable candidates for this post.

Please submit applications to:

The Headmaster
Gordonstoun School
Elgin
Moray
IV30 5RF

Telephone: 01343 837807
Fax: 01343 837989
Email: recruitment@gordonstoun.org.uk

The Closing Date for applications is Monday 30 October 2017.
Interview date: W/c 13 November 2017

Please note our preference is to receive your letter of application and completed application form as email attachments (and not as embedded body text) sent to the above email address.

Please also note that it is the school's policy to request references prior to interview. Additionally we may request references prior to short-listing candidates for interview. Please make it clear if you require notification before referees are approached.

Membership of the PVG Scheme, which includes an enhanced Disclosure Check, will be required for the successful candidate.

Person Specification

Qualification:

Essential: Good degree; Is registered with or meets the requirements for registration with the General Teaching Council for Scotland or the SSSC

Assessment Method: Certificates at interview

Pastoral Skills

Essential: Has extensive pastoral experience, ideally at boarding school; Has a real desire to take care of all the students in the boarding house; Able to maintain professional, yet caring and compassionate approach to dealing with students; Able to impose a structured, caring environment that allows students to thrive, both emotionally and educationally; Willing to devote the time required, including anti-social hours; Is resilient and calm in a crisis

Desirable: Relevant pastoral qualification

Assessment Method: Application form and interview

Pastoral Experience

Essential: BSA Certificate or equivalent

Desirable: Qualified secondary teacher

Assessment Method: Application form; Certificates at interview

Extra Curricular

Essential: Willingness to be involved in the broad activity programme; Able to offer skills relevant to one or more areas of the broad activity programme

Desirable: Driving licence with D1 (minibus) category

Assessment Method: Application form; Interview process; References

General

Essential: Willingness to work long hours in term time, including evenings and weekends; Support the ethos of the school; Able to maintain a cheerful outlook when things are hectic

Assessment Method: Interview; References