



广州斐特思公学

Fettes College Guangzhou

Houseparent Job Description

Background

About Fettes College Guangzhou:

Fettes College Guangzhou (FCG) is the first overseas campus of Fettes College, opened in September 2020. The new school is closely linked to Fettes College and shares its ethos and vision: to provide the highest quality of holistic, broad based education that will stretch and challenge its pupils and equip them with the qualifications, skills and personal qualities that will allow them to flourish and succeed in their lives beyond school.

FCG is designed and built as a joint venture and with a shared vision between Fettes College and Bright Scholar, the largest operator of K-12 schools in China. Bright Scholar, a listed company on the New York Stock Exchange, is fast acquiring international recognition together with an enviable reputation as a provider of high-quality education.

FCG is located on a spacious and superbly equipped campus in Zengcheng, bordered by forest and hills and only within an hour's drive of the centre of Guangzhou and Baiyun International Airport. The campus has been created with imaginative flair by international architects Broadway Malyan. Their modern interpretation of the strengths, features and characteristics of the Edinburgh campus allow the delivery of all the distinctive qualities of an authentic Fettes education in Guangdong.

Location: Zengcheng City, Guangzhou, China

About Bright Scholar Education Group:

Bright Scholar Education Group is a NYSE-listed (ticker: BEDU) education group based out of Foshan, China. Bright Scholar operates in 10 Chinese provinces and the 2 municipalities of Beijing and Shanghai and covers a diverse portfolio of business areas including K-12 international and bilingual education, training education and education technology. Currently, Bright Scholar employs over 6,000 domestic and international staff and caters to more than 51,000 students. Bright Scholar international schools offer numerous international curricula including IB (PYP, MYP and DP), Cambridge IGCSE and A-levels, AP Program, and IFY programmes.

Job Description

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| Job Name | Houseparent |
| Position Type Probation Period Contract Period | Full Time 2 Months 2 Years |
| Job Summary | <p>The Houseparent has oversight of the efficient organisation and running of the Boarding House. Accordingly, the Houseparent should become fully involved in all aspects of the life of the House and get to know the boarders as well as they are able. Their role as mentor, confidante and role-model for the pupils can be a very valuable one. Maintaining regular contact with the boarders' parents is also an essential requirement of the role, as FCG sees the parent partnership as a cornerstone of our pastoral provision.</p> |
| Main Accountabilities | <p>Houseparents are responsible for the overall welfare of each pupil in their care, including their academic progress and social and pastoral wellbeing. More specifically, the key responsibilities of Houseparents can be outlined as follows:</p> <p>Operational management</p> <p>To provide clear leadership to House staff and work collegially to cultivate a sense of community within the boarding house. In this regard, the Houseparent line manages the Assistant Houseparent and the team of Boarding Carers.</p> <p>To have responsibility for Child Protection and Safeguarding within the boarding house.</p> <p>With our flexible Residential Care model of boarding, the Houseparent should expect to undertake three midweek evening periods of duty per week and 3-4 weekend duties per semester. These duty periods are arranged in consultation with the Assistant Houseparent. A degree of flexibility to suit both parties is expected.</p> <p>The Houseparent is resident in House during the term, even if off duty, so that they can be called on in emergencies. Any planned overnight absence should be communicated to the Deputy Head Pastoral.</p> <p>The Houseparent should be in residence in the House before the beginning of a semester and be ready to assist in getting the House ready before the arrival of the boarders.</p> <p>To be responsible for the communication and implementation of pastoral policies and procedures and House systems and routines in the boarding house, updating house staff and pupils as necessary.</p> <p>The Houseparent must be familiar with all the house systems and protocols, including the signing in and out procedures and the shared Daily House log.</p> <p>To work with the Deputy Head Pastoral on the appointment of new members of House staff, ensuring that recruitment and training is fully compliant with FCG's safeguarding requirements.</p> <p>The Houseparent should know the whereabouts of the boarders in their care at all times and seek parental permission as necessary for their various activities.</p> |

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| | <p>The Houseparent will take House Assemblies.</p> <p>The Houseparent answers phone calls from parents when on duty and liaises with other departments in School when necessary. In this regard, liaison with a boarder's Tutor is an important part of the job when a pastoral intervention is required.</p> <p>The Houseparent attends hand-over meetings with the Assistant Houseparent and the Boarding Carers on duty.</p> <p>The Houseparent should attend all pastoral training sessions required by the Deputy Head Pastoral.</p> <p>Marketing</p> <p>To promote the benefits of full boarding to both current and prospective families.</p> <p>To meet parents and students about pastoral matters.</p> <p>To inspire all FCG staff to be involved in boarding and the pastoral welfare of pupils.</p> |
| Reporting Relationship | The post-holder reports to the Deputy Head Pastoral |
| Functional Relationships | The post-holder works with the Boarding Team and the Tutor Team |
| Minimum Typical Education | College Diploma or equivalent |
| Minimum Typical Experience | <ul style="list-style-type: none"> □ A track record of successful leadership experience in a high performing boarding school. □ An understanding of the nature of leadership in a boarding school and the opportunities boarding creates in terms of a holistic education and first-class pastoral care. □ The academic credentials to command the respect of the whole school community and inspire achievement in others. |
| Core Professional / Other Competencies required | <ul style="list-style-type: none"> □ High emotional empathy and intelligence with an ability to relate well to a range of people with diverse backgrounds. □ Well-developed communication skills with the charisma to operate as a compelling ambassador for boarding at FCG and market the benefits of boarding to the discerning Chinese parent. □ The entrepreneurial instincts and flexibility to succeed and thrive in a start-up context. □ A naturally collaborative team player with a positive approach to change and development and the capacity to build strong relationships across the FCG community. □ A warm, empathetic and visible leadership style with the presence to motivate and inspire excellence in others. □ Good judgement, high levels of personal and professional integrity and a genuine commitment to Fettes College Guangzhou's aims and ethos. |
| <p><i>Fettes College Guangzhou is committed to safeguarding and promoting the welfare of all the children in our care and expects all applicants to share this commitment. We follow safe recruitment practices which are aligned to the recommendations of the International Task Force on Child Protection. We hold ourselves to a high standard of effective recruiting practices with specific attention to child protection. All appointments are subject to an interview, identity checks, criminal record checks, and successful references.</i></p> | |