



CLONGOWES  
CLONGOWES WOOD COLLEGE SJ

# INFORMATION FOR APPLICANTS

Housemaster / Housemistress

## OUR MISSION

Clongowes Wood College was founded in 1814 and is one of Ireland's oldest and most successful 7-day boarding schools with an enrolment of c.450. We continue today under the College's motto: *aeterna non caduca*, striving for the lasting (eternal) values and not the ephemeral.

We are committed to the provision of the highest quality Catholic education in the Jesuit tradition. Our mission is to educate students according to the highest standards of Jesuit schooling and the values of the Gospel as expressed in *The Characteristics of Jesuit Education* and the more recent *A Living Tradition in the 21<sup>st</sup> Century*. It is our fidelity to Clongowes' Jesuit mission and Christian teaching that stand us in good stead in the demanding times we live in and the challenges which lie ahead.

Living together in a boarding school gives the opportunity to develop a real sense of family and to fulfil one of the aims of Jesuit education to become a *person for others*. The school strives to ensure that *cura personalis*, the importance of looking after and caring for the individual, is a guiding element in everything that we do. We are dedicated to forming young leaders whose core will be the mission of the Gospel: reconciliation with justice and compassionate care for all creation.



Watch  
our ethos  
in action



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# BOARDING LIFE



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Clongowes is about providing a home from home for our students. We offer seven-day boarding with extended weekend breaks every month.

Accommodation is provided in dormitories for 1<sup>st</sup> to 4<sup>th</sup> year while 5<sup>th</sup> and 6<sup>th</sup> years have individual rooms.

The care and well being of each student is at the heart of boarding life at Clongowes. The high-quality relationships between staff and students is one of the hallmarks of boarding life.

Housemasters or Housemistresses, known as Prefects in Clongowes, act in *loco parentis* and are responsible for the overall care of the boys in their year group.

This care system ensures continuity of care both for year groups and individual students throughout their time in Clongowes.

Set in beautiful surroundings, the Clongowes campus encompasses 550 acres of farmland, 12 rugby pitches, a soccer pitch, a full size 3G rugby pitch, a golf course, running track, outdoor tennis and basketball courts and a cricket pitch. Indoor sporting facilities include a new 25M indoor swimming pool, hydrotherapy pool, a very well-equipped gym and a double court modern sports hall.

Thanks to significant investment in recent years, Clongowes now has outstanding sporting and leisure facilities which are enjoyed by staff and students.

Just 40km from Dublin international airport, life at Clongowes offers a balance of country village life with easy access to major cities, towns and transport links.

Our sports programme

Boarding Life



# THE PERSON

## Qualifications, Experience, Skills & Abilities

Enthusiastic and hard-working with a passion for boarding education. Prior boarding experience is desirable though not essential.

Able to promote our aims and values as a Catholic boarding school in the Jesuit tradition, understand the importance of nurturing our ethos and be a role model for all.

Have the capacity to build strong relationships with boys, parents, and colleagues.

Collaborative and a 'team player'.

Naturally possess a positive mind-set.

Demonstrate a high level of emotional intelligence.

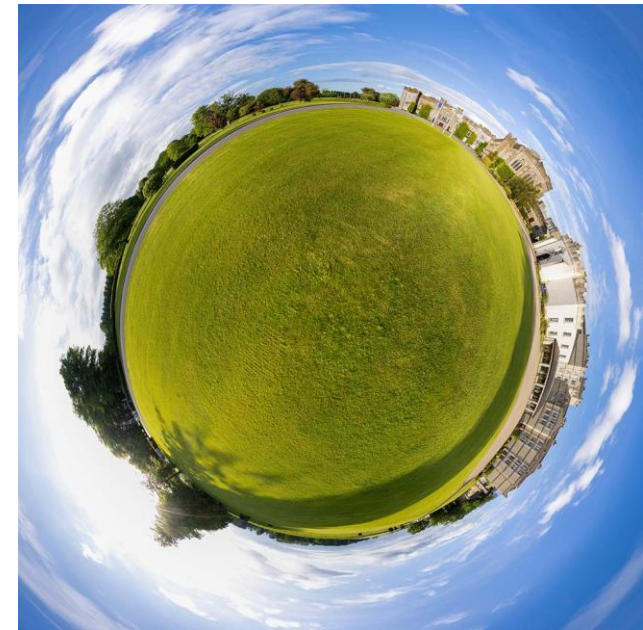
Be an excellent communicator and good listener.

Able to remain calm when under pressure; employ tact and diplomacy in difficult or sensitive situations which may arise; and display good humour and a sense of proportion.

Possess strong organisational skills and be an able administrator capable of managing the day-to-day requirements of this role.

Have a commitment to safeguarding and the welfare of young people.

Click or scan to take  
a virtual tour



# STAFF BENEFITS



**CLONGOWES**  
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A living & learning community in the Jesuit tradition



Work Life Balance: significant holidays & breaks



Generous salary scale



9% employer pension contribution



Opportunities for additional remuneration



Supported Professional Development



9-hole golf course

Click to view



Extensive sports facilities including a gym



25M Pool with hydrotherapy



9 tennis courts



All meals included



Accommodation provided on campus

# THE ROLE

Our boarding structure is organised into 'Lines'. The first two years are known as Third Line; the middle two years as Lower Line; and the senior years as Higher Line. Prefects are led on a day-to-day basis by a Line Lead Prefect and are ultimately responsible to the Head of Boarding. Responsibilities include to:

- Establish a home-like, family atmosphere embodying the College's Jesuit values, and facilitate possibilities for the boys to grow in their faith.
- Be in 'loco parentis' and responsible for the pastoral care and wellbeing of the boys.
- Build a trusting relationship with each boy and facilitate his personal growth.
- Encourage effective interactions amongst the boys, and between the boys and members of staff in a spirit of fairness, respect, and community.
- Support the dual 'living and learning' environment which is at the core of our boarding school life.
- Ensure high standards of discipline, tidiness and presentation.
- In conjunction with the Line Lead Prefect, co-ordinate and run a series of evening and weekend co-curricular activities.
- Ensure strong links and personal contact between the school and parents.
- Be involved in the recruitment of new students.
- Involvement in the co-curricular life of the College is expected of all Prefects. Some teaching could be offered to a successful applicant, though this is not essential.

From time-to-time, the job description may be reviewed to reflect or anticipate changes in the College's requirements, and if it is necessary to adjust this, those involved will be consulted.



# TERMS OF EMPLOYMENT

## **Residency requirement**

Successful candidates must be entitled to work and reside in Ireland.

## **Accommodation**

Single accommodation onsite is available. The College is planning to provide family accommodation on the campus. Until this is in place, the College will assist with the cost of a local rental property.

## **Salary**

The salary will be on 15-point scale ranging from €34485 to €50400, depending on qualifications and experience. The notice period will be one term, following an initial probationary period.

## **Pension Scheme**

A Staff Pension Scheme is available to all staff once they have completed 12 months' service. The College contributes 9% of salary to the Scheme.

## **Safeguarding**

The interview process will explore issues relating to safeguarding and promoting the welfare of children. The appointment will be subject to the satisfactory outcome of Garda Vetting.

## **Application Process**

Applicants should include a curriculum vitae, completed application form and a separate letter highlighting their personal qualities and experience, with specific reference to the requirements set out in this information for applicants.

Please note that references will not be accepted from relatives or from people writing solely in the capacity of friends. One referee should be the applicant's current or most recent employer. The College will seek references from short-listed candidates and may approach previous employers for information to verify experience or qualifications. Where an applicant is currently working with children, the current employer will be asked about disciplinary offences relating to children and whether the applicant has been the subject of any child protection concerns and if so, the outcome of any enquiry or disciplinary procedure. Where an applicant is not currently working with children but has done so in the past, that previous employer will be asked about those issues.

Candidates should submit their application by email ([kodonoghue@clongowes.net](mailto:kodonoghue@clongowes.net)) to arrive no later than Wednesday 5<sup>th</sup> July 2023. Due to the need to appoint without delay, we reserve the right to interview and appoint at any stage in the process. Interviews may be via Zoom or on-site.



# CLONGOWES

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