NOW RECRUITING

Boarding Housemaster/ Housemistress

Glenalmond College

Est. 1847

Glenalmond at a Glance

100+



SPORTS' TEAMS

117



DEDICATED STAFF

26 A levels

to choose from

48%

A*/A

A level



56%

A*/A

GCSE

80+ ACTIVITIES



Est.

1847

1:7



STAFF: PUPIL RATIO

16 HIGHERS

Glenalmond College

Welcome to Glenalmond



From my very first visit to Glenalmond, the College has impressed: it enjoys one of the most beautiful locations of any school in the country but is only a short distance from both Edinburgh and Glasgow, or even London.

It is an exciting and restless place of learning that takes seriously the serious business of study, but it is also a place of activity, of warmth and most importantly, of community. Glenalmond is holding on to what is best from the past while equipping the pupils for tomorrow with a vibrant and modern education, shaped by the community in which the pupils and the teachers live, learn, and play.

A Glenalmond education is challengingly simple, and the aspiration for every pupil is to be decent, to have clear values, and have the courage to stand by them. The pupils have the best academic education they can so that they face the future with the greatest number of choices, while experiencing a rich range of opportunities; these develop competence which, in turn, provide confidence.

A foundation of clear values, confidence drawn from wide-ranging competence, and sharp minds able to synthesise, interpret and evaluate complex problems help young adults to respond with agility and lead in this ever-changing world.

As Warden, it is my privilege and my happy responsibility to identify people to join this close community. We are a dedicated staff who begin each day with excitement - excitement at the impact we will have on others, excitement at the rewards our work offers, and excitement at the fun we will have. I hope you too will feel this as you help shape the lives of the young people in our care but also preserve what makes Glenalmond so very special.

I look forward to welcoming you to Glenalmond.

M. P. Alderson.

Dr M. P. Alderson
Warden



Glenalmond College

A Glenalmond Education

It is easy to identify a good school as one with good results, victories on the sports' pitch, and virtuoso musicians – and Glenalmond has all these – but the ultimate test of any community is in its courage and integrity and whether the people are good.



So what is a Glenalmond Education?

Simply, this:

- we want pupils to be decent, to have clear values, and have the courage to stand by them;
- we want pupils to have the best academic education they can so that they face the future with the greatest number of choices;
- finally, we want them to experience a rich range of opportunities as these will develop competence which, in turn, will provide confidence.



Glenalmond College

Introduction

Founded in 1847 as the College of the Holy and Undivided Trinity, Glenalmond's original purpose was to combine 'General Education with Domestic Discipline and Systematic Religious Instruction'; from the very beginning, the College was destined to be a community in which the serious business of study was taken seriously and in which both pupil and teacher would live alongside one another.

Glenalmond is set in the stunning Perthshire countryside and enjoys magnificent grounds of over 300 acres in an unrivalled setting at the edge of the Highlands, offering the peace and beauty of the natural environment with all the excitement that a vibrant community of learning offers.

Since 1990, Glenalmond has been a fully co-educational boarding and day school, and now educates over 360 pupils aged 12-18, divided equally between girls and boys, and of whom over three quarters are full boarders and the remaining day pupils. While Chapel remains a central feature of daily life, the College is a modern, open, and diverse community, and welcomes pupils of all faiths and none. Pupils follow GCSE and A-level curricula, although some opt for Highers, and the Sixth Form is the ultimate and exciting final stage to a Glenalmond education which sees all progress to university or their chosen next destination.

The education the College offers – the academic, the co-curricular, and the individual's character – are of the highest quality. The highest priority is given to our academic achievement, but we ensure that our value added tells a story of individual success. We know our pupils and, importantly, their families, and outstanding pastoral care is the hallmark of Glenalmond, and through a varied enrichment and co-curricular programme, we challenge the pupils as individuals and collectively as a body.

To be a pupil here is to experience a sense of sheer excitement and the vibrancy of a life where its strength lies in our community. A cohesive group that lives and belongs together, that shares the same values, that looks out for and cares for one another, challenges each member to excellence, contributes to the common goal, offering a helping hand when needed, and shares successes.

As the College approaches 2022, we will proudly celebrate our 175th anniversary, while using our heritage and tradition as a foundation for innovation in teaching, in staff development, and our use of technology to awaken curiosity and to frame the questions of tomorrow.

Glenalmond College

Location

Set against the dramatic backdrop of the Highlands, Glenalmond enjoys one of the most beautiful locations of any school in the country but is only a short distance from both Edinburgh and Glasgow, or even London.



The Site

Glenalmond College is located in 300 acres of stunning countryside in rural Perthshire; its extensive campus comprises significant grounds, historic, listed early Victorian buildings as well as more modern developments.

The city of Perth is just over 10 miles away with easy access by motorway to Stirling and Dunblane.

Glenalmond College

The Position: Housemaster







This position represents an excellent opportunity for a well-experienced individual to lead the day-to-day running of a busy boarding house as well as the pastoral care of boys aged 12—18.

Glenalmond College seeks to appoint a suitably qualified Housemaster/mistress from the Trinity Term 2021 [Monday 19th April]. The position is full-time and residential, and will ideally suit a candidate with experience of working in a boarding environment who wants to contribute to the running of this thriving and busy school. The successful candidate will lead all aspects of the House with direct responsibility for the welfare of pupils and the management of staff. The position of Housemaster/mistress is a teaching post but there is no preference for a particular subject.

All staff at Glenalmond are expected to contribute fully to the extra-curricular and boarding life of this busy and successful College.

Glenalmond College is committed to promoting the safeguarding of children and expects all its employees to share this commitment. Any job offer will be made subject to satisfactory checks with previous employers, including a PVG check with Disclosure Scotland.

Glenalmond College is an equal opportunities employer and welcomes applications regardless of age, gender, race, religion, disability, or sexual orientation.

Glenalmond College

The House

The House

Patchell's was established in 1889, and is named after C. W. Patchell, a long-time master of the College. It is one of the four Houses for boys at Glenalmond. Patchell's caters for day boys and boarders aged between 12 and 18; currently, there are 45 boys in the House, of whom 30 are boarders. Almost all of these are full boarders, drawn from the local area, across the United Kingdom, and overseas.

Staffing

Each House is run by a residential housemaster/mistress supported by a team of residential and visiting staff. In Patchell's, the housemaster/mistress is assisted by an assistant housemaster/mistress and a matron. In addition, there is a team of visiting tutors who alongside other members of the teaching staff provide supervision and pastoral care. As Housemaster, the post-holder will have direct responsibility for the pastoral care and welfare of a boys' boarding house. Pupils are aged between 12 and 18, and the House accommodates both day boys and boarders; the boarding cohort comprises both domestic and international pupils. There is a strong emphasis on community and teamwork, and mutual support. Each member of staff undergoes an annual appraisal process, providing an opportunity to review progress and identify future opportunities for development.

Accommodation

Residential accommodation for the housemaster/mistress and family is provided within the House and comprises a spacious family home with one living room, four bedrooms, two bathrooms, cloakroom and kitchen; while there is no private garden, the accommodation provides immediate access to the College's 300-acre site. Wireless is available throughout the College.

The Site

Patchell's is located within the historic Victorian College buildings, and overlooks the Front Quad and the spacious Front Slopes as well as the river Almond.


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Glenalmond College

Job Description

Line Management
Responsible to the Sub-Warden [Pastoral]

Main Responsibility
Day-to-day management and leadership of Patchell's House

Responsible for:
Assistant Housemaster/mistress, Tutors, Resident Tutor, Matron

Key Function
To lead and manage the House with overall responsibility for the staff and pupils.

Specific Duties
- Leadership of staff and pupils within the House.
- Manage the pastoral care and development of pupils within the House, including the delegation and supervision of duties
- Promote and safeguard the welfare of pupils at all times
- Generate a positive and supportive atmosphere within the House such that all pupils and staff respond to the high standards of behaviour, mutual respect and teamwork.
- Communicate regularly and promptly with parents, including the welcoming of parents into the House for formal and informal meetings and events.
- Lead the work of the House Prefects.
- To be aware of, and to implement, the requirements of the National Minimum Standards for Boarding Schools.
- Ensure all procedures and protocols are updated in accordance with the statutory requirements and College policies.
- Liaise with the various tutors and the Sub-Warden (Academic) to monitor the academic progress of pupils in the House.
- Monitor and maintain records of pupil attendance, progress and welfare.
- Manage the House's resources and budget as delegated by the Bursar.
- Monitor the fabric of the House, ensuring the highest standards of cleanliness, repair and good order are maintained.
- Be available to meet prospective pupils and parents as required.
- Promote and market the House.
- Attend all Chapel Services, College and House Assemblies.
- Attend, when possible and within reason, events involving members of the House.
- Produce appropriate House booklets and maintain a positive social media presence for the House.
- Produce and annual House Development Plan and Review.
- Write reports on pupils as required and complete UCAS references.

Glenalmond College



Glenalmond College

	Essential	Desirable	A/I
Education and Experience			
Strong academic background	✓		A
Degree from recognised university in relevant subject	✓		A
Relevant teaching qualification [QTS]		✓	A
Experience of working in a secondary school, ideally boarding	✓		A
Knowledge of National Minimum Standards for Boarding		✓	I
Experience as an assistant housemaster/mistress or resident tutor		✓	A
Experience of leading a team		✓	A
Experience of managing parental expectations		✓	I
Ability to teach a subject to A-level	✓		A
BSA pastoral/boarding qualification		✓	I
Skills			
Excellent written and spoken communication skills	✓		A/I
Managing resources and budgets		✓	A/I
Excellent organisational skills and able to prioritise	✓		A/I
A high level of IT skills		✓	A/I
Understanding of issues affecting young people	✓		A/I
Conversant with educational and curricular developments	✓		A/I
Able to work on one's own as well as in a team	✓		A/I
Able to motivate and consult with staff and build teams	✓		A/I
Ability to support the co-curricular life of the school	✓		A/I
Effective mentoring skills		✓	A/I
Disposition and Personal Qualities			
A passion for pastoral care and working with young people	✓		I
Confident and authoritative	✓		I
Able to lead, manage and motivate others	✓		I
Able to inspire, to teach and motivate pupils	✓		I
Awareness of safeguarding issues, legislation and good practice	✓		I
To uphold the College's core values publicly	✓		A
Have an excellent punctuality and attendance record	✓		I
Be of smart professional appearance	✓		I
Have a willingness to engage in further training	✓		I
Willingness to promote the House throughout the College		✓	I
Ability to adjust to change and development	✓		I

A = Application Form I = Interview

Glenalmond College

Terms

Hours of work

This is a full-time post.

Salary

The College has its own pay scale and accommodation will be available as part of the role.

We can offer you a competitive salary, complimentary refreshments during hours of work, a good working environment as part of a close-knit team, and the possibility of opportunities for the role to grow and develop.

Pension

The College provides a workplace pension and is a member of the Scottish Teachers' Pension Scheme.

Other Benefits

Fee concessions are available for staff children who attend Glenalmond and there are various reciprocal arrangements with local Prep schools.

Glenalmond College

The Application

The Application

All applications are to be submitted on the College's application form for Teaching Staff; this is obtainable from the College website: www.glenalmondcollege.co.uk/about-us/job-vacancies

Please complete this form and submit this together with a covering letter detailing your reasons for applying for the post and your suitability for the position. Please return completed application forms electronically to the HR Manager, Mrs Barbara Clark: recruitment@glenalmondcollege.co.uk

The Deadline

The deadline for all applications is 12pm Friday 15th January 2021 but please feel free to submit your application as soon as possible.

Interviews are planned take place in week commencing Monday 18th January 2021, although we reserve the right to interview and appoint at any time in the recruitment process.

The Interview

The interview process will include the teaching of a lesson, running a pupil workshop, the opportunity to meet House Staff departmental colleagues, a tour of the private accommodation as well as visit the College. Further details and a schedule will be provided in advance of the interview.

In the event that an in-person interview is not possible owing to COVID restrictions, an amended process will take place using an on-line video conferencing platform.

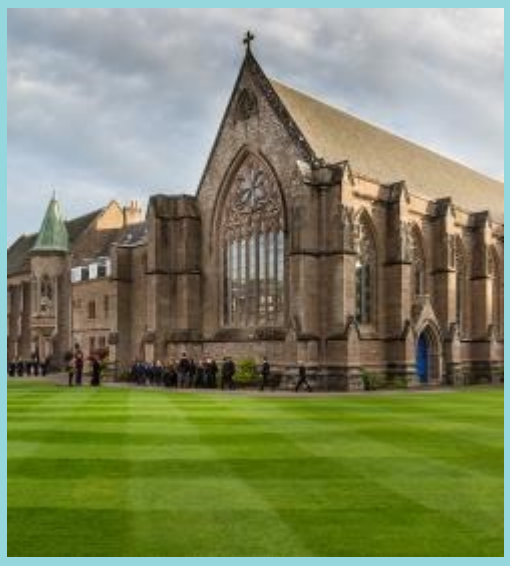
Final arrangements will be confirmed in light of the latest guidelines after shortlisting has taken place, and details and a schedule will be provided in advance of the interview.

Safeguarding

Glenalmond College is committed to promoting the safeguarding of children and expects all its employees to share this commitment. Any job offer will be made subject to satisfactory checks with previous employers, including an enhanced check with Disclosure Scotland. Appointments will be conditional on references acceptable to the College and sight of original qualification certificates.

Equal Opportunities

Glenalmond College is an equal opportunities employer and welcomes applications regardless of age, gender, race, religion, disability, or sexual orientation.






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