

AMDG



STONYHURST
ST MARY'S HALL

GAP ASSISTANT



AN INTRODUCTION TO STONYHURST

Stonyhurst College is the UK's leading Catholic co-educational boarding and day school for pupils aged 3-18. Boarding is from the age of 7.

At the College, there are approximately 470 pupils aged 13-18, two thirds of whom are boarders. At Stonyhurst St Mary's Hall, the adjacent dedicated preparatory school, there are around 300 pupils aged 3-13. Stonyhurst is set in stunning countryside, near the Ribble and Hodder rivers and the beautiful Trough of Bowland. Manchester is only about an hour away by road or rail. The market town of Clitheroe is four miles away, and we are 12 miles from the city of Preston. The Lake District can be reached in about an hour, and the Yorkshire Dales are even closer.

Stonyhurst has a fascinating heritage, being the oldest continuously active Jesuit school in the world. It was founded in St Omer, Northern France (then the Spanish Netherlands), in 1593, and moved to its present site in Lancashire's beautiful Ribble Valley in 1794. Throughout the years of religious persecution in England, Stonyhurst educated the boys of the English Catholic aristocracy and gentry.

The College's Jesuit mission and identity, and its sense of family, set Stonyhurst apart from other schools. Pupils are urged to do as much as they can (*Quant Je Puis*) for other people following the example of Jesus Christ and following in the spirit and charism of the Jesuits. The College prepares young people to change the world for others.

Stonyhurst is a family where heritage and innovation are fused to inspire young people to be agents of change in the world.



THE ROLE

The Gap Assistant role is a temporary position for a 'gap year' student prior to his or her entry to higher education. It will commence in September and conclude at the end of the summer term in July. We want our Gap Assistants to benefit from their time at Stonyhurst and to enjoy a variety of working environments and opportunities during their stay.

Gap Assistants may support the staff at St Mary's Hall in a number of areas, including:

- Boarding
- Sports coaching
- Support to the art, music and drama departments

As a result the Gap Assistant will be expected to demonstrate the following:

- A positive attitude and desire to get involved in a wide range of activities
- An ability to engage well with children and to be a good listener
- A strong work ethic and adaptable approach
- Reliability and integrity
- The ability to be a positive role model for the pupils
- Stamina!

Other desirable skills and abilities may include:

- Experience of playing sport or a willingness to learn and participate in this aspect of school life
- Musical or drama skills that can be used to support staff in this area
- The ability to show initiative and willingness to go beyond the call of duty





KEY RESPONSIBILITIES

Here at St Mary's Hall, we aim to nurture independently-minded children with the ability to stand up for their beliefs, preparing them intellectually, spiritually and emotionally for their lives beyond SMH. You have the opportunity to be a fundamental part of this.

Whilst the role remains very broad, the following list outlines some of the likely responsibilities of a Gap Assistant:

Assisting with the day to day running of boarding at SMH. This may include:

- helping supervise the pupils at break times and in the evenings
- running voluntary sports activities
- supporting the duty staff with the evening routine
- attending weekend trips and activities to help with supervision

Supporting the games staff. This will include:

- helping with coaching and training
- supporting the weekend fixtures of the teams you help coach

Supporting the art/ drama/ music departments. This could include:

- Supervision of groups of pupils carrying out rehearsals/activities
- Attending trips to help with pupil supervision



TERMS OF APPOINTMENT

The following notes provide guidance on the main provisions of the agreement.

Working environment

- A beautiful working environment set in historic surroundings;
- An opportunity to be part of our SMH community;
- All meals and refreshments during the working day provided free of charge;
- Laundry facility – free of charge;
- Use of our wide range of sporting facilities: free access to the swimming pool, tennis courts and 9 hole golf course, and free gym membership.

Weekly Commitment

Assistants work six days/evenings over the course of the week, with one clear day off and free time built into the working day, operating 35 working, committed weeks, over the academic year.

Appointment date

September 2021, Fixed term for 12 months.

Accommodation and provision of meals

Accommodation and all meals will be provided free of charge, along with refreshments in the staff common room.

Safeguarding

All staff share responsibility for promoting and safeguarding the welfare of the pupils and must adhere to, and comply with, the School's Child Protection Policy at all times. You should expect to receive safeguarding training upon joining.

Pre-employment checks

The appointment is subject to an Enhanced Disclosure and Barring check.

Remuneration

You will receive £600 per month, which will also be paid in the school holidays.





APPLICATION PROCESS

To arrange a confidential discussion about the role, please contact:

Mrs Tracey Ashton (t.ashton@stonyhurst.ac.uk), Headmaster's PA (SMH)

The deadline for receipt of applications is 25th June at 12 noon.

Interviews will take place w/c 28th June 2021.

To apply, candidates should submit a brief covering letter and CV to:
recruitment@Stonyhurst.ac.uk



