

AMDG



STONYHURST

HOUSE PARENT

Candidate Information



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 520 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

Residing within the Boarding House, the Houseparent provides pastoral care for all pupils in their care. He / she is primarily responsible for creating a homely environment in which each boarding pupil feels cared for. They will primarily provide a cohesive structure in all aspects of day to day running of a boarding house but also make a significant contribution to the day to day running of the Playroom. The role requires flexibility and adaptability.

The Houseparent will have responsibilities as follows:

Line Management

- The Houseparent will be line managed on a day to day basis by an Assistant Head, but will ultimately be responsible to and appraised by the Deputy Head (Pastoral)

Mission and Identity

- Actively promote the College's mission and identity as set out in the Stonyhurst mission statement.
- Contribute to and attend Playroom retreats, Masses and other aspects of the spiritual life of the College.





KEY RESPONSIBILITIES

Boarding Management

- Be responsible for the pastoral care and wellbeing of pupils in their care. This will include ensuring high standards of discipline, tidiness and presentation.
- Manage and deploy a team of Assistant Houseparent and Boarding Assistants in the boarding house, including a resident assistant / deputy. Duty rotas should be constructed in conjunction with the Assistant Head for the year group to ensure adequate staffing of the Playroom is achieved.
- Be responsible for all travel arrangements associated with students in their care. This includes liaising with the school travel coordinator and parents/guardians over transport arrangements, passports, BRP cards etc.
- Be responsible for inducting any new students into the boarding areas and more generally work with the Assistant Head inducting new students into the Playroom community.
- Manage and process all exeat requests for pupils in their care.
- Have knowledge and understanding of National Minimum Standards for Boarding, ensuring they are delivered.
- In conjunction with the Health Centre, oversee the medical needs of the pupils in their care.
- Ensure all boarders have sufficient rest, and that bed-time routines appropriate to the age group are established and maintained.
- In conjunction with the Assistant Head, coordinate and run a series of evening and weekend leisure activities for pupils in their care and contribute in such ways as deemed appropriate to co-curricular activities or games.





PERSON SPECIFICATION

The successful candidate will be enthusiastic and hard-working with a high level of emotional intelligence. He/she will have strong communication skills and the ability to build good relationships with pupils, parents and staff. He/she will have a strong commitment to the College's mission and identity as set out in the College Mission Statement, and they are also likely to demonstrate all of the following:

- A genuine enjoyment of working with others for the betterment of young people.
- To have good judgement and professional ethics.
- A commitment to safeguarding the welfare of young people.
- An ability to get things done in a timely, professional manner.
- Very strong organisational skills.
- The ability to work under pressure, balancing a number of commitments.
- The ability to work as part of a team.
- A positive approach to problem solving.
- A positive mind-set.
- A commitment to all-round education.
- Excellent listening skills for both parents and pupils, liaison with parents of prospective pupils.

In addition the successful candidate must:

- Be entitled to work and reside in the UK.
- Have an exemplary employment record.
- Have excellent references.

The successful candidate will be subject to an enhanced DBS check.



TERMS OF APPOINTMENT

Stonyhurst seeks to appoint exceptional Houseparents' who will ensure a homely environment, in loco parentis for our pupils. We offer the following benefits:

Working environment

A beautiful working environment set in historic surroundings;

Outstanding professional development and progression opportunities;

A supportive team culture;

Private accommodation within the boarding house

All meals and refreshments during the working day provided 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 subsidised gym membership.

Term time only working with approximately 19 weeks holiday per year.

Weekly Commitment

This is a full time, position within a busy boarding school and you will work six days per week.

In addition to the role, there is an expectation that staff will be involved in the wider life of the school, through co-curricular contributions, attendance at Masses and Parent events.

Appointment date

September 2022.

Pension Scheme

The School operates a money purchase pension scheme to which the employer contributes up to a maximum of 6% (matched to employee contributions).

Health Cash Plan

A health cash plan with cover for day to day medical costs, employee assistance programme and PERKS retail discounts.

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.

Pre-employment checks

The appointment is subject to an Enhanced Disclosure and Barring check. The notice period will be one full term, following an initial probationary period.

Salary

The salary will be £30,600 per annum, accommodation is provided within the boarding house.





APPLICATION PROCESS

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

Vincent Sharples (v.sharples@stonyhurst.ac.uk), Deputy Head Pastoral.

The deadline for receipt of applications is Friday 24th June 2022.

Interviews will take place at the school as soon as is practicable following the closing date.

To apply, candidates should complete the application form and email it, together with a covering letter to recruitment@Stonyhurst.ac.uk



