



LA GARENNE
INTERNATIONAL SCHOOL

Date
03/10/2022

Place
Chesières, Switzerland



Job Vacancy

Houseparent - Full Time



Chemin des
Chavasses 23
1885 Chesières,
Switzerland
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info@la-garenne.ch





> About our School

“Be Happy and Never, Never, Never Give Up” - Grégory Méan

La Garenne School - Be the one that makes the difference

La Garenne is an international boarding and day school for 5 to 18 year olds which has been delivering exceptional education for over 75 years. Owned and managed by the second generation of the Swiss Méan family, the school prides itself on its personal approach and individualised attention.

We deliver real-world learning, both in terms of academic achievement and life skills that last for generations. In the Primary School (ages 5-11), students follow the International Primary Curriculum (IPC), which prepares them to enter the Secondary School where they study the highly-regarded International Baccalaureate Middle Years Programme (ages 11-16). Upon completion of the MYP, our students start their studies for the IB and High School Diploma Programmes.

Our team is multilingual and multinational and forms a unique community which is supportive, friendly, empathetic, hard-working, flexible and resilient. We encourage all staff to think creatively and be that special person who helps bring out the best in every student.





Job Description

We are seeking a full-time, experienced Boarding School Houseparent to work with Senior students at our Le Roc campus.

You will be enthusiastic about working with young people aged from 14-18 and committed to maintaining a safe, orderly and disciplined environment in which they can thrive.

This is a full-time position and weekend and evening working is required. We welcome applications from all nationalities particularly EU passport holders.

You must be fluent in English. Knowledge of French or Spanish is an advantage.

Location: Switzerland

Main Duties

- Ensure the safety and security of students and colleagues in the house.
- Ensure students' health and well-being, including tasks relating to their hygiene and personal care, meals, study and recreational activities.
- Understand and implement school Child Safeguarding and Anti-Bullying policies.
- Manage medical emergencies in the absence of the School Nurse.
- Maintain high accessibility and visibility in the Boarding House.
- Develop supportive relationships with all students.
- Be a listening ear.
- Promote and model the school's Guiding Statements.
- Elicit good behaviour and deal with discipline issues according to school policies.
- Ensure students uphold the school's uniform and dress codes.
- Ensure students tidy their bedrooms each morning and that they treat school property with respect.
- Be creative in organising after-school activities.
- Collaborate closely with the boarding team including attending meetings with the Head of Boarding and Housekeeping staff.
- Work with the Head of Maintenance to identify and rectify any issues within the Boarding House.



Person Specification

- Has experience of working with young people in a boarding school setting.
- Is passionate about working with young people and can enthuse others.
- Has strong interpersonal skills.
- Understands the importance of Safeguarding and keeping all students safe.
- Can build relationships and collaborate with colleagues and the Senior Leadership Team.
- Speaks fluent English.
- Ideal: speaks French or Spanish.
- Has a good honours degree or relevant equivalent qualification.
- Embraces a commitment to working within the principles of equality, diversity and inclusion.
- Has excellent written and verbal communication skills.
- Can work weekends and evenings.
- Is reliable and organised.
- Understands the importance of risk assessments.
- Is trained in first aid.
- Shares our vision of holistic education and is excited to contribute to the co-curricular and pastoral life at the school.
- Is proactive and continually strives for improvement.
- Has a good sense of humour.
- Has a full, clean driving licence.



> **How to Apply**

We welcome applicants who have a passion for education, who are ready to offer individual attention, participate in the life of the whole school and who will uphold our Guiding Principles.

La Garenne International School is fully committed to safeguarding the children and young people in our care. All new staff are subject to enhanced pre-employment clearance, including criminal records and Swiss Justice Department searches for people working with children, as well as identity, qualifications and employment verification.

Please send the following documents by email to hr@la-garenne.ch or by post to the address below:

- Full curriculum vitae.
- A letter of application, preferably handwritten.
- A copy of your passport information page and/or Swiss work permit.
- Names and contact details of at least two referees for your last two jobs.

La Garenne International School
Human Resources
Chemin des Chavasses 23
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Switzerland

> **Overview of Employee Benefits**

- The opportunity to work in a beautiful location in the Swiss Alps.
- To work in a school with an excellent reputation.
- To be part of a growing school with opportunities for advancement.
- To join a team of well-qualified and enthusiastic staff.
- An opportunity to improve your French.
- Use of the school gym.