



Graduate Assistants

Starting August 2019

We are looking for female/male assistants with a degree level education. NQT's welcome to apply or those seeking a career in teaching.

Outstanding opportunity for a Graduate to contribute to our Boarding Programme in the most beautiful Swiss Riviera between Montreux and Vevey. This is a truly International School with over 61 different nationalities. The ability to understand multi culturalism is a key requirement of this post.

The Graduate Assistant will work with the Director of Boarding, a team of Senior House Parents and other Graduate Assistants. This position, term time only, involves a variety of responsibilities and tasks mainly in the boarding House that will require you to be a flexible, enthusiastic, energetic and good-humoured worker. A graduate teacher would also have opportunities to contribute to the school's teaching programme, particularly in Sport, The Arts, and the Junior department.

We are looking for Graduates who have excellent initiative and common sense, appropriate communication skills coupled with kindness, patience and confidence when working with students from 10-18 yrs.

Organisational abilities in running activities, (weekend and after school) will be highly appreciated. Additionally, the ability to ski would be an advantage since the entire Spring term sports programme is spent on the slopes.

Responsibilities will include:

- safeguarding and promoting the welfare of students in the boarding house and around the school
- supporting the international ethos of the school and giving help and support where needed to students
- ensuring that the general atmosphere of the house is conducive to study at the designated times
- ensuring the role is carried out with the highest professional integrity
- organising and assisting with weekend and evening activities

A Driving Licence and a Criminal Records Bureau check will be required. A First Aid qualification is also desirable along with current safeguarding training. Proficiency in French or other languages – would be helpful.

Live in accommodation, full boarding and medical insurance provided.

