



Confident, well-educated
young women



RESIDENTIAL BOARDING SUPERVISOR

IPSWICH GIRLS' GRAMMAR SCHOOL INCLUDING IPSWICH JUNIOR GRAMMAR SCHOOL

Ipswich Girls' Grammar School including Ipswich Junior Grammar School offers high quality, non-denominational education to students from Kindy to Year 12 (co-education from Kindy to Year 6, girls only Years 7-12). Established in 1892, the School is one of eight original Grammar Schools in Queensland. The School aims to educate students to become confident, well-educated young women, girls and boys and we pride ourselves on providing a personalised, holistic education with a focus on academic excellence.

THE OPPORTUNITY

A short 30-minute drive from Brisbane, the School's, heritage-listed campus is conveniently located in the middle of Ipswich. We offer the opportunities of a large city, with the quiet feel of a smaller town.

We are currently seeking a passionate Senior Residential Boarding Supervisor to support the Boarding House community of happy young women on a **full-time, fixed-term position for the 2022 school year**. Living **on-site** in a newly renovated one-bedroom flat, in this busy role you will be responsible for the welfare and supervision of boarding students in Years 5 to 12 in the Boarding House and provide support and guidance to other Boarding Supervisors to ensure that the students are comfortable and supported in their 'home away from home'.

The successful applicants will work as part of an excellent and energetic team which is committed to In this varied role, you will focus on,

- Undertaking supervisory duty within the respective boarding area and in accordance with Duty of Care requirements.
- Supervision of boarders, which includes the general oversight of the daily routine, tutoring of students, supervising students on excursions or other activities.
- Requirement to be on-call for emergencies and responding to students care overnight and on a rostered basis.
- Attending and supervising other boarding functions, such as House dinners, and other House occasions and social outings.
- Being involved in the general care, guidance and discipline of all boarders both when on duty and when not on duty, when appropriate.
- Perform general and administration duties as required to support boarding students and the effective operation of the Boarding function including the mentoring of junior Boarding House Supervision staff.

Only candidates with **residential boarding house experience** will be considered. For further details regarding key focuses and responsibilities, please visit the Careers section of the School website [Careers | Ipswich Girls' Grammar School \(iggs.qld.edu.au\)](https://www.iggs.qld.edu.au/careers)

WHAT YOU WILL BRING

To be successful in this role, you will be highly motivated with the ability to work with a cohesive team of Boarding professionals, as well as

- Degree or Certificate IV in an area relevant to this role (e.g., psychology, social work, counselling or residential care) is highly desirable.



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- A keen interest in and demonstrated experience (ideally 2+years) working with young people in a residential setting.
- Ability to provide a friendly, supportive and positive example and influence for all boarding students.
- Be an effective team member and be able to work independently within the house, supporting and promoting the house guidelines.
- Attention to detail, and the ability to respond efficiently to competing demands.
- Senior First Aid and Defibrillation (CPR) or be willing to obtain upon commencement in the role.
- Provide evidence of being fully vaccinated against COVID-19 as mandated by the Queensland Government for all staff working in a School environment.
- Eligibility to work in Australia and be a holder of, or can obtain, a Working with Children Suitability Card (Blue Card).
- Ability to work shifts before and after school hours, including weekend rostered shifts.

Culture fit and attitude are also highly important to us, so a passion for the work you do and the ability to understand and work within our vision, mission and values is paramount to your success in this role.

APPLY NOW

If this sounds like you and you are interested in joining a highly respected school community, click the **APPLY NOW** button via **SEEK** or email your application to careers@iggs.qld.edu.au and provide a copy of your CV, two referees, and a cover letter addressed to the **Head of Boarding** outlining your experience as it relates to this role.

The successful candidate will be able to take advantage of our great benefits program including access to Salary Sacrificing including additional superannuation opportunities, ongoing professional development, and a supportive and engaging work environment.

We thank you for taking the time to send us your application for this role. We assess every application and will contact you directly if you are successful in moving to the next stage.