



STONYHURST

Language School & Tennis Academy

We are currently recruiting for:

Residential Deputy Director of Studies – Short Term Contract Required for July 2020

Stonyhurst Language School is proud to have recently been awarded 'Centre of Excellence' and we are looking for a suitably qualified and experienced candidate for the post of Deputy Director of Studies to help build upon this success and to make a significant contribution to the Stonyhurst Language School team.

You will be involved with many aspects of the running of the language school and will be an integral part of the delivery of the course programme. Embrace the opportunity to develop numerous transferrable skills, experience new challenges, grow in confidence and use these skills to enhance the experience of our students as well as your own. You will be working closely with students, group leaders and fellow colleagues from all over the world, giving you the opportunity to develop your language and communication skills whilst embracing a multicultural work environment through providing pastoral support and guidance. This role presents a fantastic opportunity for you to enhance your, organisational, leadership and administration skills whilst working alongside the Director of Studies and Course Director.

We are looking for enthusiastic, adaptable and motivated individuals to join our dedicated team to assist in the delivery of the academic programme. The benefits package includes a single, private room with shared bathroom facilities; all meals provided; a full Gym, Swim and Fitness Classes membership for the duration of the summer school at a discounted rate, and the opportunity to meet new people from all over the world.

Course Dates and Salary

1. The contract dates are Friday 3 July – Saturday 1 August 2020, plus a staff induction day of Thursday 2 July 2020. This period covers two 2-week courses.
2. 48 hours per week (23 hours teaching). This includes time allocated for preparation, marking and administration. There will be a day off each week incorporated into the timetable for all Teachers. You will also be responsible for a number of supervisory duties, including boarding.
3. The successful candidate will teach half of a teaching schedule, and when not teaching, support the teaching team with practical help and curriculum development.
4. TEFLQ (Delta & Diploma) qualified (or in the process of becoming) Deputy Director of Studies salary is £616.00 per week maximum. We also welcome applicants who are in the process of becoming TEFLQ qualified, however they would be awarded the position of Senior Teacher which has a salary of £560.00.
5. In addition, attendance at the pre-course Induction Day will be paid on a pro rata basis, as will the statutory holiday entitlement.

In the interests of creating a strong team atmosphere at the summer school, this is a residential role.

The job requires you to be in attendance for duty on a number of overnight supervisory attendances. We provide specific rooms for these overnight duties in addition to the residential base that is available throughout the duration of the Summer Language School programme.

Completed applications should be returned to the Recruitment Officer, Tracey Wilson at the College address or via e-mail to recruitment@stonyhurst.ac.uk

The closing date for applications is Friday 6th March 2020

Stonyhurst is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. Successful applicants will be subject to an enhanced DBS check.