



# Epsom Girls Grammar School

## Epsom House

### Epsom Girls Grammar School and Epsom House Vision and Values

*Vision: Enabling students to be confident, active, resilient learners*

Epsom Girls Grammar School is a leading New Zealand school founded on traditions of service and commitment to girls' education and focused on developing young women to become confident and resilient learners, actively contributing to their communities.

Epsom House is the Boarding House for Epsom Girls Grammar School and has 130 students aged from 13 – 18 resident seven days a week during school terms. Our students all have individual rooms and come from a diverse range of cultures.

*Values: Courage, compassion, curiosity, community*

- Position:** Epsom House Weekend Supervisor
- Responsible to:** Weekend House Manager, Assistant Principal with responsibility for Epsom House and Deputy Principal with responsibility for Epsom House.
- Direct involvement with:** Weekend Epsom House Manager, Weekday Epsom House Managers, other Epsom House Supervisors, Epsom House kitchen staff.
- Primary Responsibility:** to work positively with the Epsom House team to maintain a safe, supportive and caring environment for all the students who live at Epsom House.

#### **Key Tasks:**

- Ensuring the wellbeing and safety of our boarding students
- Assisting with the day-to-day routines, supervision, and duties of Epsom House
- Liaising with families, whanau, caregivers, staff and students
- Engaging often with the students in conversation and forming positive relationships with them
- In charge of Epsom House, how it runs, and the students when the Weekend House Manager is not on site

#### **The Successful Applicant should be:**

- Someone who can form positive relationships with students and encourage them with their sports/cultural activities, their academics and their routines at Epsom House.
- Be enthusiastic, patient and empathetic when working with teenagers who come from a diverse range of cultures.
- Have confident and warm communication skills.
- Willing to learn and use restorative principles in all interactions with students, staff and parents.
- Have good organisational and administrative skills
- Be a team player who demonstrates maturity and professionalism
- Someone who will work positively and collaboratively in the Epsom House team
- Being a girls' boarding school these positions are only suitable for a female applicant.