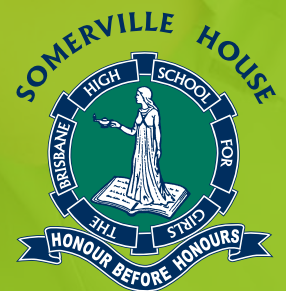


# Appointment of Head of Boarding

COMMENCING JULY 2019





“ Our vision is to remain an exemplary school and a leader in education ”

## About Somerville House

Established in 1899, Somerville House is a day and boarding school for girls from Prep to Year 12, and a co-educational school for Pre-Prep girls and boys. The School is made up of three sub-schools:

- Junior (Pre-Prep to Year 6)
- Middle (Years 7 to 9)
- Senior (Years 10 to 12)

Boarding is available for students from Years 6 to 12 and our facilities, dedicated boarding staff and related programs are renowned both nationally and internationally.

Located in the inner city suburb of South Brisbane, just two kilometres from the city centre and directly opposite South Bank Parklands and the state's pre-eminent cultural precinct, Somerville House offers enviable campus facilities and programs bolstered by highly credentialed and dedicated teaching and support staff, tutors and coaches.

The School provides a comprehensive, balanced educational environment that recognises the importance of academic excellence as well as psychological, physical and spiritual wellbeing. This is reflected in the School's rich and varied academic, sporting, cultural and social pursuits and our proud history of developing well rounded, confident and capable students.

Academically, the School stands as one of Australia's finest. With outstanding facilities for Music, Performing Arts, Cultural endeavours and Sport, combined with one of Australia's leading technology programs, Somerville House students graduate with a much broader education than can be provided by an academic curriculum alone.

The academic environment of Somerville House is best described as the School continually invests in learning excellence, building capacity and proactively engaging with the community.

This focus is underpinned by three core planning areas which set the direction across all operations of the School:

**Learn and Explore**

**Evolve and Grow**

**Engage and Inspire.**

At Somerville House, we encourage our students to liberate their imaginations, embrace creativity and to value learning as a life-long, enriching undertaking. We seek to cultivate and extend student abilities within a disciplined environment and recognise each learner as an individual and encourage them to produce their best in all circumstances. In this context, pursuing excellence is acknowledged as a primary goal for all.

Somerville House currently employs over 400 staff in various roles across academic and corporate support areas.

## Culture

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Somerville House provides a warm, supportive environment where each boarder is encouraged to balance structure and routine with the freedom to explore and develop individually.

Under the guidance of our Head of Boarding, our caring and dedicated on-site Boarding Supervisors and Assistants manage the day-to-day operations of the boarding houses while fostering a safe, harmonious and happy environment, ensuring the right balance between study and leisure.

More than one hundred girls, of diverse nationalities and culturally rich backgrounds, travel from around Australia and the world to take advantage of the renowned academic, cultural and sporting facilities at Somerville House.

Seventy per cent of boarding families come from regional and remote areas, which may not offer the educational opportunities and resources that are enjoyed by the students.

The School's Big Sister Program, with Senior Boarders responsible for a 'little sister', ensures that new boarders experience a warm and welcoming transition into their new environment.

Boarders, from Years 6 to 12, enjoy contemporary air-conditioned facilities, purpose-built to cater for the study and lifestyle needs of young women; considerate of the required balance between personal privacy and cohesive communal living.

The Boarding House incorporates modern bedrooms and bathroom facilities, shared leisure spaces, in-house kitchen areas, supervised study areas, soundproof music practice areas and balconies overlooking Brisbane city.

Our central location means students have the cultural heartland of Queensland literally on their doorstep with easy access to South Bank Parklands, the Queensland Performing Arts Centre, the Queensland State Library, Museum and Art Gallery, the botanical gardens and much more.

On the weekends, there are opportunities for fun and relaxation as our boarders are encouraged to take part in the extensive Co-Curricular Program offered by the School and organised games and activities with students from other boarding schools.

We welcome visits by boarder parents and, in addition to our co-ordinated parent updates, our staff are always available to discuss student welfare, needs and progress. Our Boarder Parents' Support Group meets regularly and is actively involved in working with staff to make the students' time at school a happy and rewarding experience.

The renowned academic, cultural and sporting programs of Somerville House, combined with the support of our extended Christian community, provide the perfect scaffolding for boarders to explore and expand their talents and interests, to challenge their thinking, to find their best self and ultimately, to become independent, confident and capable young women of the world.

As part of the PMSA family of schools, our endeavours are underpinned by strong Christian values, which include:

### Relationships

Founded on God's relationship with us - through love, justice, compassion and forgiveness.

### Ethics

Focussing on integrity, seeking the truth, right thinking and right action.

### Excellence

Encouraging all to fulfil their potential.

### Care

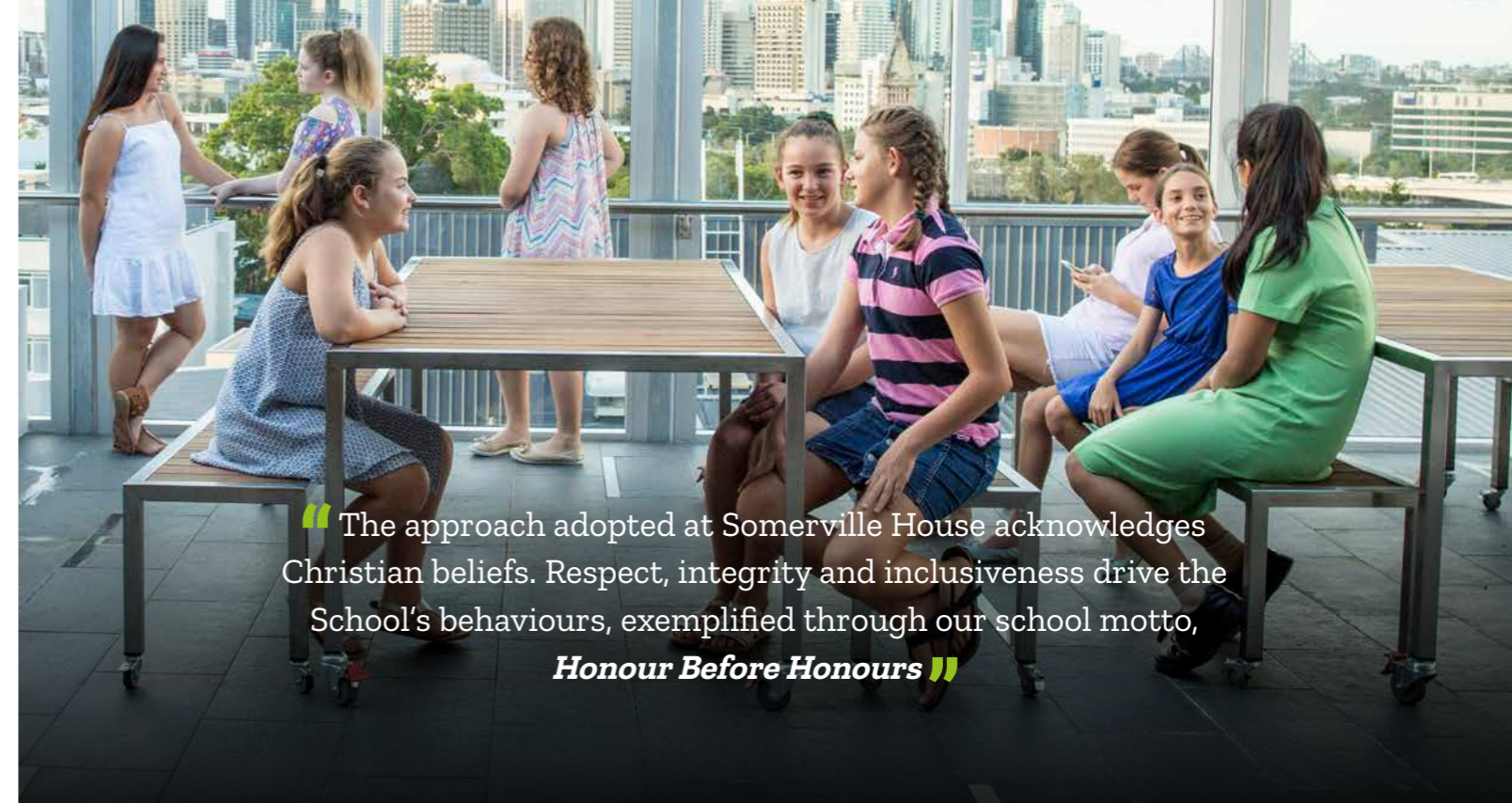
Providing a safe environment for growth and development that respects self and the needs of others.

### Personal development

Enabling growth, resilience, learning from mistakes and successes, continuous improvement and self-management.

### Celebration

Recognising and celebrating the achievements of students, staff and the School's wider community.



“ The approach adopted at Somerville House acknowledges Christian beliefs. Respect, integrity and inclusiveness drive the School's behaviours, exemplified through our school motto, **Honour Before Honours** ”

## The Position - Head of Boarding

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A caring, compassionate and capable leader will have strategic responsibilities for leading the Somerville boarding community.

The Head of Boarding should have previous experience in an independent boarding school setting or worked as an educational leader in a residential context. Primarily, the appointed Head of Boarding will provide leadership and guidance to staff and students in the Boarding School, with oversight of Years 6 to 12 student wellbeing programs and support of a professional team of boarding staff.

The Head of Boarding must role model excellent professional standards in interactions with boarding parents and collaboration with staff. As a member of the Senior Leadership Team, the Head of Boarding reports to the Principal through designated members of the Executive Team. It is essential that the successful candidate has a strong commitment to providing exceptional pastoral and academic support to our students in the boarding environment.

We invite interested applicants to consider this opportunity to work with a passionate team of boarding staff who embrace life in our boarding houses. As a Senior leader at Somerville House, there will be the chance to take a lead role in sharing aspects of boarding life aspects at events and activities in the broader school community.

### Key Responsibilities

- ensuring the daily boarding house operation is efficient and caring
- developing a climate where mutual respect, trust, care and concern is shared for student and staff wellbeing
- liaising with parents and guardians through the Boarder Support Group meetings
- implementing sound systems and processes for boarders' leave arrangements and weekend recreation activities
- maintaining regular communications with parents and guardians through email, newsletters and telephone or Skype
- providing innovative leadership through support of the School's strategic goals
- fiscal accountability for boarding staff rosters and budgetary implications



## Employee Benefits

At Somerville House, staff members work in an active and vibrant environment, forging close-knit, collaborative working relationships. We are passionate practitioners and lifelong learners. We seek individuals who embrace the School's Strategic Intent, and who support the open-minded and inclusive environment we are committed to maintaining. We offer all of our staff a competitive salary and benefits package.

The School is located close to South Bank Parklands and is easily accessible to public transport. On-site car parking may be available but is not guaranteed. Staff can access the Murray Evans Sports and Aquatic Centre facilities, Library services, Café and Tuckshop, as well as participate in events organised by the Staff Association.

Staff can also access:

- professional learning opportunities
- salary packaging
- academic tuition fee discount
- employee Assistance Program
- discount to the onsite Café

We are an equal opportunity employer and value the strength diversity brings to the workplace.



## Application Procedure & Lodgement

Applicants must provide the following information:

- A completed Employment Application Form for Teachers or Non-Teachers
- A Covering Letter outlining your suitability for this position based on the skills, knowledge and experience detailed in the Professional Duties Statement
- A current Resume
- Contact details for three (3) professional Referees, including your most recent line manager/s
- Teachers must provide full transcripts of academic subjects and a list of achievements
- Blue Card.

Please ensure all applications are submitted with the required documentation attached to [employment@somerville.qld.edu.au](mailto:employment@somerville.qld.edu.au) by 5.00pm, Friday 3 May 2019 or via mail to:

Mrs Kim Kiepe  
Principal  
Somerville House  
PO Box 3357  
SOUTH BRISBANE QLD 4101

## Appointment Terms

The Head of Boarding will be appointed on a five (5) year fixed term contract commencing in July 2019. The successful candidate will participate in an annual Performance Review with the Principal throughout the appointment.





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*A school of the Presbyterian and Methodist  
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