

Roedean Moira House  
An independent 0 – 18 girls' day and boarding school in Eastbourne

Required as soon as possible

## **House Assistant (Non-Residential) Term Time Only**

Roedean Moira House is a member of the Roedean Group of Schools, a small group of schools dedicated to Roedean's vision of high quality education. It is a leading independent day and boarding school in a magnificent location in the coastal town of Eastbourne, nestling in the leafy suburb of Meads, with views over the sea.

Roedean Moira House provides an excellent all-round education, ensuring every student has the opportunity to attain her highest academic, artistic, musical, social and sporting potential.

We are seeking to appoint a kind and considerate individual with the enthusiasm and compassion to relate to and support the pupils in their Boarding House. We are looking for someone with the skills to make connections and with the energy to get to know and see pupils daily and who has experience to contribute to curriculum and life of the school.

This is a great opportunity to join Roedean Moira House at a very exciting time of expansion and development and we would like to hear from highly motivated, active and proactive individuals with the experience and energy to relate to and support our pupils and have the communication skills and insight to build strong relationships across the School.

Hours: 40 per week to include afternoons, evenings and weekends. The suitable applicant will be required to provide some overnight cover in the Boarding House.

Salary based on Roedean Moira House Point 13 £17,531 (pro rata).

Roedean Moira House is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS check is required for all successful applicants.

Please download a non-teaching application form from our website ([www.roedeanmoirahouse.co.uk/about-us/work-with-us/](http://www.roedeanmoirahouse.co.uk/about-us/work-with-us/)) or contact Claire Mansel, School Office & HR Administrator via [recruitment@roedeanmoirahouse.co.uk](mailto:recruitment@roedeanmoirahouse.co.uk) or 01323 644144

Closing date: Monday 12 August 2019.  
Interviews will be held on Wednesday 14 August 2019.

Due to the need to appoint quickly, we reserve the right to interview at any stage of the process.