

Junior Boys' Housemaster

- (a) To assist the Headmaster and Deputy Principal by assuming, in cooperation with them and with other boarding supervisory staff, responsibility for running of the Boarding House, including responsibility for the safety, welfare and discipline of all boarding pupils, especially the male boarders, participation in fire drills and any and all such matters that are necessary for the efficient and safe running of a boarding school.
- (b) To supervise the boarding pupils from 3.45p.m. until 5.30p.m. on a rota basis.
- (c) To supervise the boarding pupils after 5.30p.m. in the day including the supervision of all meals, study (prep) and dormitories on Mondays, Tuesdays, Wednesdays, Thursdays and Fridays as appropriate.
- (d) To supervise the departure of boarders on Friday lunchtime on a rota basis.
- (e) To supervise the arrival of boarders on Sunday nights (after 8.30p.m.) and to assume responsibility for opening the school on a rota basis.
- (f) To supervise all pupils at break (10.55a.m. to 11.10a.m.) and to supervise lunch (1.10p.m. to 1.45p.m.) and all pupils in classrooms, locker-rooms, etc. as appropriate and to be available for emergencies between 9.00a.m. and 3.45p.m. on a rota basis.
- (g) The Junior Housemaster shall be paid a yearly salary. It will be payable in 12 monthly instalments, on the first day of each month following or a proportionate part thereof for each completed week of service.
- (h) The Junior Housemaster will be provided with self-contained accommodation for himself which he must occupy every night while boarding pupils reside in the school unless agreed otherwise by the employer.
- (i) Residing in the accommodation provided while the boarding pupils are present is a condition of this employment.
- (j) The Junior Housemaster will be provided with all basic meals in the Resident Staff Common room free of charge during the weeks of the school year, terminating with the end of the State Examinations in June, but not at weekends or any time when the school is officially closed, when no food in any form can be provided.

(k) Holiday times correspond to those times when there are no boarders in the building : Circa 2 weeks at Christmas, Circa 2 weeks at Easter and Circa 9 weeks in summer plus sundry half-terms and bank holidays.

(l) The employment of the Junior Housemaster will commence on 26th August 2018.

How to Apply:

Applications must be returned by post as detailed below and must be received **no later than 4pm Thursday 19th July 2018.**

The Application must contain the following:

- A letter of application for the position
- A fully completed Curriculum Vitae
- The names and contact details of two referees, all of whom should have known the applicant in a professional capacity.

Late or incomplete applications will not be considered.

Interviews

Shortlisting of candidates may take place. **Provisional date for interview Monday 23rd July 2018.**

Equal Opportunities

Royal School Cavan welcomes applications for employment from all sectors of the community.

Suitability to Work with Children

Royal School Cavan is committed to safeguarding and promoting the welfare of children and applicants are required to undertake Garda Vetting.

Applications should be sent to the following address:

Mr. Padraic Corley, Acting Secretary BOG, Royal School Cavan, College Street, Cavan Town, Co. Cavan, H12AY10.