

PANGBOURNE

— A community where you can flourish —

HEAD OF HOUSE – PERSON SPECIFICATION

Pangbourne College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Job Title: Head of House Department: Boarding			
Qualifications	Essential	Desirable	Method of assessment
Educated to Degree level or equivalent	★		Application form Interview
Relevant qualifications or training		★	
Skills and Experience	Essential	Desirable	Method of assessment
Strong interpersonal and communication skills, with the ability to connect with pupils, parents and staff	★		Application form Interview References Assessment exercise
Excellent organisational skills, the ability to prioritise and manage a diverse pastoral workload	★		
High level of emotional intelligence, empathy and resilience	★		
Willingness to live on site and embrace College life	★		
Able to be a role model to pupils and staff, embodying the values of Pangbourne College	★		
Excellent attention to detail and accuracy	★		
IT skills, especially with Google suite and Microsoft Office	★		
Previous experience in a similar pastoral or boarding environment, preferably within a school		★	

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Personal Qualities	Essential	Desirable	Method of assessment
A natural leader, able to build trust and set a positive example to students and staff	★		Interview Assessment exercise References
Excellent interpersonal and communication skills	★		
Empathetic and compassionate, understanding the individual needs of students	★		
Integrity and able to inspire others	★		
Adaptable, organised and calm under pressure	★		
Strong attention to detail	★		
Professional, socially confidence, positive, patient, resilient, kind, reliable and supportive	★		
Approachable and warm whilst balancing authority and discipline	★		
Special requirements	Essential	Desirable	Method of assessment
Promoting and safeguarding the welfare of children	★		Interview Assessment exercise
Compliance with Pangbourne College's Child Protection and Safeguarding Policy	★		
Current driving licence - Pangbourne College is located in a rural setting with limited transport links	★		