

ELIZABETH COLLEGE

GUERNSEY ♦ FOUNDED 1563

PARTICULARS OF VACANCY

Maintenance Worker

September 2024



www.elizabethcollege.gg
01481 726544

Leading
Independent
Schools





ELIZABETH COLLEGE
Maintenance Worker
September 2024

We wish to recruit a candidate to the role of Maintenance Worker to supplement our Maintenance Team from September 2024, or as soon as possible thereafter. The ideal candidate would be personable, technically capable and proficient or able to develop proficiency across trades including some or all of carpentry, painting, plastering and plumbing as well as general handyman/woman duties.

The role is year-round and full time, for an average of 42 hours per week based on a bi-weekly Saturday morning working arrangement. The successful postholder will work for 40 hours one week followed by 44 hours the following week.

The postholder will be enrolled in a pension scheme upon appointment and will be entitled to 25 days holiday per year, rising to 28 days per year upon 5 years of service. On-site accommodation may be available for the right candidate.

Information and full details of the role, including the additional responsibility, is included in the following documents, which are attached to and form part of these Particulars:

- ✓ Job Description
- ✓ Person Specification

ELIZABETH COLLEGE

Elizabeth College, founded in 1563 by Queen Elizabeth I, is a selective day school with a broad ability range located in St Peter Port in Guernsey. One of the earliest members of the Heads' Conference, it provides a challenging and highly stimulating academic and co-curricular programme for children from 2 ½ through to 18 years of age in a co-educational environment.

Whether it is for our youngest children in the Pre-School or the eldest studying for their A Level examinations, the Elizabeth College curriculum is vibrant, progressive and stretching. Our staff are focused on helping all our students to learn, to grow and to be better than they were yesterday. This is reflected in our students' examination performances and the successful careers of our alumni. But success goes beyond test scores and university acceptances; at Elizabeth College we nurture the whole child. Our school culture, our diverse offering of co-curricular activities and our comprehensive pastoral care instil in our students a set of core values that we hope will equip them for success for the rest of their lives.

The Junior School is split over two sites, joined by the Elizabeth College Junior School Field. The Acorn site for children aged 2 through to 7 (Key Stage 1) is located on the King's Road and the Beechwood site for children aged 7 through to 10 (Key Stage 2) is on the Queen's Road. ECJS is located approximately half a mile away from the Upper School, on The Grange. While the campus is split, common spaces such as sporting facilities are shared. Familiarity with the site, staff and routines allows for smooth transitions between the different educational stages, with staff working together to ensure continuity of pastoral and academic support.

The Upper School became co-educational in September 2021 with girls joining the College in Year 7 and Year 12. This change was made recognising the needs of modern society and builds on both our well-established co-educational offering in the Junior School and the positive impact of our twenty-year Sixth Form partnership with The Ladies' College. Years 10 and 11 remain boys only as we take a phased approach to the introduction of the co-educational model. The Upper School offers a wide variety of subjects with most students taking between nine and eleven GCSEs.

Beyond the classroom, there are extensive opportunities for students to become involved in Sport, Music, Drama, STEM activities, trips and tours, the Combined Cadet Force (CCF), the Duke of Edinburgh's Award Scheme and many other activities.

OUR VALUES

Everything we do at Elizabeth College is centred around living to our core set of values. They help steer how we behave, learn and treat each other, and they are embedded in and reflected upon in all aspects of school life.

An Elizabeth College education is designed to create well-rounded, resilient young people who have the skills, attitudes and values to be successful individuals who make a positive contribution to society. This focus begins right at the start of the Junior School with a simple set of easy to follow core values. For our youngest children we teach them to: Aim High, Be Kind, and Be Brave. Providing this toolkit for school life, ensures we encourage them to develop self-confidence and a love of learning, while being sensitive to the feelings of others.

As students move up through the years and into the Upper School we actively use our core values: Curiosity, Compassion and Courage to guide our daily interactions with one another and our approach to school work.

Please visit our website at www.elizabethcollege.gg for further information about Elizabeth College. If you have any questions about the post, please do not hesitate to contact us.

Applications for this position must be submitted on the Elizabeth College application form on request from:

The HR Team E: HR@elizabethcollege.gg
HR Office, Elizabeth College, The Grange, St Peter Port, Guernsey, GY1 2PY

Please do not submit supplementary information by CV or letter. All relevant information must be included in the application form.

Potential candidates who may find it difficult to or be unable to complete the application form but whose qualifications and/or experience meet the requirements of the role should contact Lauren as above.

Elizabeth College is committed to safeguarding and promoting the welfare of young people. The successful applicant will be required to satisfy our standard employment checks, including the completion of a DBS Enhanced Disclosure check. It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.

Online and Social Media checks will be conducted for all successful candidates.

All applications are welcome and will be considered in line with the Guernsey Discrimination Ordinance.

The closing date for applications for this post is **noon on Monday 23 September 2024.**