



Boarding Supervisor

Position Title	Boarding Supervisors / Overnight Supervisors
Positions	<p>Boarding Supervisor - \$32.81 per hour part/time</p> <p>Boarding Supervisor (overnight) - \$36.91 per hour p/t</p> <ul style="list-style-type: none"> Casual employees' rate + 25% loading. Wage increases aligned to the Catholic Employing Authorities Single Enterprise Collective Agreement – RI Schools of Qld.
Department	Boarding
Reporting Responsibility	<p>Dean of Boarding</p> <p>Deputy Dean of Boarding</p> <p>Leaders of Boarding</p>
Supervisory Responsibility	None
Positional Requirements CL30(g) of the	Due to the nature of the work in an all-girls dormitory, where staff accessing areas

ROLE PURPOSE

The Boarding Supervisor is a member Boarding House staff and assists in the effective care and management of the Boarders assigned to the House in accordance with the "Sacred Heart Model of Boarding". The Supervisor is responsible to the Principal through the Dean of Boarding.

KEY AREAS OF RESPONSIBILITY

Pastoral Care—

- Ensure that appropriate supervision of students is provided at all times.
- Encourage sound homework and study habits and coordinate the timely actions of the students to perform personal daily routines.
- Maintain an atmosphere of care, security and good order in which Boarders experience a sense of welcome, belonging, value and respect for their individuality.
- Ensure that Senior Supervisors are provided with regular updates on issues relating to individual students.
- Monitor the general health and wellbeing of the Boarders in the House.
- Ensure the consistent implementation of effective procedures to oversee health and hygiene issues.
- Ensure that Boarders in the House keep their personal bedrooms and community spaces clean and open.

