



St Mary's

DIOCESAN SCHOOL FOR GIRLS

ST MARY'S DSG

"When she believes in herself...she will fly"

Established in 1879, St Mary's Diocesan School for Girls is an independent Anglican School situated in Hillcrest Pretoria. The School prides itself on achieving a balance between the spiritual, moral, academic, cultural and physical development of its girls and enjoys an excellent reputation, nationally and internationally. We provide a caring, unique and dynamic educational environment for day scholars from Grade 0 to Grade 12 and boarders from Grade 5 to Grade 12. St Mary's Diocesan School for Girls in Pretoria is inviting applications for the following position available from available from **01 January 2024**:

HOUSE SISTER

Key function:

Boarding at St Mary's DSG provides a safe and caring atmosphere for over 150 girls from many different countries and cultural backgrounds. Senior School Boarders make up 30% of the Senior School and as such, they are a very important constituent in the success of the School.

This is a part-time twelve (12) month contract, live-in position, requiring the successful candidate to assist and support the House Mothers and Director of Boarding with pastoral care and supervision of girls aged 10 to 18.

We are looking for a supportive and caring person, who is studying towards a Degree, with the following qualities and skills:

- A genuine interest in, and concern for, young people
- Ability to be patient, caring, understanding and empathetic
- Ability to assist with weekend duties, meal duties, and prep duties, as well as other duties and responsibilities as needed.
- Experience working in a multi-cultural context
- Understands working in a school context and its associated demands
- Strong organisational skills with good interpersonal and communication skills
- Ability to work independently and a willingness to contribute to a dynamic team
- Proficiency in an African language would be an advantage
- Willing to support the Christian faith and values of the School
- Fit, healthy, energetic and a non-smoker
- Computer literate
- Valid driver's licence
- January to December 2024

Please clearly mark the position you are applying for and forward your CV to the HR Manager, Mrs Charmaine De Jong via e-mail: recruitment@stmarys.pta.school.za. No application will be considered after the closing date. St Mary's Diocesan School for Girls reserves the right to not fill the advertised positions. Only short-listed candidates will be contacted. If you had not heard from us in 2 weeks, your application will have been unsuccessful. An application in itself does not guarantee an interview. St Mary's Diocesan School for Girls is an Equal Opportunity Employer and is committed to equality, employment equity and diversity.

St Mary's Diocesan School for Girls, in line with POPIA (Protection of Personal Information Act) will attempt to ensure the confidentiality of all applicants for this role. All reasonable measures will be in place to protect personal information but will be used in the recruitment, selection, and reporting process. By submitting your application for this position, you recognise and accept this disclaimer.

CLOSING DATE: 06 September 2023