



Residential Life Supervisor

If you are looking for a fun and rewarding job working with highly motivated grade 9, 10, 11 and 12 students from around the world, then this job is for you! Check us out - Regarded as the best in the world - <https://www.youtube.com/watch?v=OZbUjZssYRs>

We are seeking a Residential Life Supervisor on Monday and Wednesday evenings and every other weekend to provide guidance, encouragement, and supervision to our international students. **Food is provided during these shifts free of charge.**

Merrick Preparatory School is a grade 9 – 12 university preparatory high school located in a beautiful historic building in the scenic village of Merrickville, 45 minutes from Ottawa. Since 2012 we have been providing a world class boarding and educational experience for students from around the world who are looking to increase their English language skills and gain admission into a top tier Canadian, American or UK university.

PRIMARY FUNCTION:

Reporting to the Headmaster, the Residential Life Supervisor provides exemplary leadership in the residential and social services that Merrick Preparatory School provides to its students and plays the critical role in the development of our students. Interacting with all students, the Residential Life Supervisor provides guidance, encouragement, and care to our students, providing an emotionally and physically safe space for all.

WORK HOURS:

The Residential Life Supervisor will work every Monday and Wednesday from 3:45pm – 11:15pm and every other weekend (Friday 3:45pm – 12:00am, Saturday 11:00am – 7:00pm, Sunday 5:00pm – 11:15pm) from September to June, except for a two-week December break and one week March break. There are always two Residential Life Supervisors working together. We are projecting 25-30 boarding students for the 2023-2024 academic year who will be under your care during your shifts.

JOB SPECIFICATIONS:

- Superior client service: ability to work with teenagers and staff and promote healthy living.
- Supports student involvement in curricular and co-curricular activities.
- Adaptability and flexibility to meet the needs of our diverse clientele.
- A willingness and interest in working with teens from around the world: a diverse population.
- Superior organizational, time management and detail-oriented skills to ensure a safe, organized, fun and productive learning environment for our students.

EDUCATION:

- University degree, ideally in education, psychology, physical education, kinesiology, sport psychology or related field, *required*.
- Police Record Check, Vulnerable Sector, *required. Can be secured once hired.*
- Valid and clean driver's license, *required*.
- First Aid, Cardiopulmonary Resuscitation (CPR), Defibrillation Certificate, *required. Can be acquired once hired.*
- Successful completion of WHMIS and Occupational Health and Safety on-line course, *required. Can be acquired once hired.*
- Valid Royal Life Saving certification, *preferred*.
- Ontario Teaching Certificate and English as a second language training, *preferred*.



EXPERIENCE:

Work with teenagers in a school, residential or camp setting.

SKILLS:

Excellent communication and listening skills. Exemplary ability to exercise fair and ethical judgment. Sensitivity to other cultures. Superior skills in motivating and inspiring teenagers into action. Ability to manage a highly diverse group of students, not only culturally, but in personality as well. Sound judgment and decision-making skills with regards to managing and leading teenagers – ability to execute control when required. Excellent interpersonal skills with teenagers. A team player.

Job Type: Part-time.

Required experience: 1 year.

Start Date: August 30, 2023

End Date: June 30, 2024

Additional Employment Opportunities:

2024 – 2025 Academic Year Contract Renewal

Please send your cover letter and resume to Kevin Farrell, Headmaster, kevinf@merrickprep.com.

Only those requested for an interview will be contacted.