



SURVAL MONTREUX  
GIRLS' SCHOOL IN SWITZERLAND

Summer Camp Jobs





Surval Montreux is a unique international girls' boarding school in Switzerland which provides an exceptional all-round education for girls aged 12-18. The school offers a High School programme for Grades 8-12, alongside a French Language and Culture programme, a Winter Camp and a Summer Camp from June to August.

All aspects of a Surval education focus on empowering girls to challenge themselves, own their voice and lead their journey, across the academic, enrichment and pastoral life of the school.

Surval belongs to the international education group Bellevue Education consisting of 21 schools, with headquarters in London, UK.



Patricia Woodhouse



# Language Teachers

We are recruiting English and French teachers to join our summer camp team. We are looking for inspirational and talented teachers who have a real passion for teaching language to students. As a member of a wider language team, you will be working with the Languages Co-ordinator to create and deliver a fun and interactive language programme to our campers.

## Key Duties:

- Deliver a foreign language programme to our campers. Classes must be lively, interactive, varied and fun
- Be responsible for a classroom space and all resources and equipment you may use
- Plan activity sessions with Languages Co-ordinator and Summer Camp Manager
- Attend daily briefing and team meetings where needed
- Be an active member of the activities team - this involves taking students on excursions e.g. paddle boarding, go-karting, rock climbing.
- Contribute fully to the whole camp programme, including languages, activities, mealtimes and both day and residential trips
- All Staff are expected to contribute to student feedback, parental requests within progress and reports, camp awards, including celebration assemblies
- Remain flexible and adaptable to the needs of the campers
- Be responsible for the health, safety, welfare and wellbeing of our campers for the duration of their stay
- Staff hours are from 08:30-17:00 during the week and weekend

It is essential that you can personalise your classes and make them fun and unique to you. You must be professional and be able to effectively capture the imagination of a class. You should be fluent, or native, in the language you are applying to teach.





## Boarding Assistants

We are looking for reliable female individuals to look after the general well-being of our campers during their stay at Surval. You should be responsible, professional and organised with a positive attitude to work and a genuine interest in children and young people.

Boarding House Assistants are responsible for the pastoral care and wellbeing of girls within the house along with the provision of afternoon and evening activities, providing an engaging and motivating experience for all girls. Boarding House Assistants must hold the appropriate qualifications or have experience in this area.

### Key Duties:

- To support the Boarding House in the care and supervision of camp students, assisting with wakeups, breakfast, evening activities and bedtime organisation
- Take an active role in the wider scope of summer camp, engaging with students outside of sessions during lunch (daily) and dinner times (daily) for example
- Contribute fully to the whole camp programme, including sessions, activities, outings and trips
- All Staff are expected to contribute to student feedback, parental requests within progress and reports, camp awards, including celebration assemblies
- The Boarding House Assistants timetable is structured to support the needs of the camp timetable, therefore, applicants should be willing to be flexible in their time, understanding they may be required to be on duty for early mornings or late evenings
- When on bedtime duty in the evening, the staff concerned are expected to be in the house as the children return from their evening activities and to remain in the building to assist with students until the night staff comes on duty

The Boarding Assistant Team will hold the responsibility for issuing medication, dealing with incidents, attending hospital visits etc as and when required. This will include liaising with managers, group leaders, catering staff and other staff on relevant camper issues where appropriate, creating and maintaining accurate paper trails and understanding the needs of campers with food allergies and intolerances.



# Activity Leaders

The Activity Leader will actively facilitate and lead activities enabling the summer camp girls to explore, learn, and create lasting memories. You must be punctual, professional, and responsible with a real enthusiasm for working with young people. We are looking for individuals with a genuine passion for the outdoors, sport, arts, culinary arts, photography or other activities.

## Key Duties:

- Deliver enriching, engaging and creative activities to camp students
- Plan activity sessions collaboratively with Activity Coordinator and Summer Camp Manager
- Attend daily briefing and team meetings where needed
- To create and share resources, contributing to the wider success of the camp programme
- Contribute fully to the whole camp programme, including activities, trips, meal times and evening activities
- All Staff are expected to contribute to student feedback, parental requests within progress and reports, camp awards, including celebration assemblies
- Remain flexible and adaptable to the needs of the campers
- Ensure the health, safety, welfare and wellbeing of our camp students are met and assured
- Staff hours are from 12:00-20:30 during the week, and 08:30-17:00 during the weekend

By the nature of summer camps, they are demanding and busy, all camp staff must remain flexible and adaptable to the needs of the campers. At times and in unforeseen circumstances, there may be a need to change activity or timings, it is an expectation of all summer camp staff that they are flexible to this.







## Activity Coordinator

The Activity Coordinator is responsible for the coordination and provide guidance to the Activity Leaders and ensuring quality within delivery. The Activity Coordinator is primarily responsible for the management of staff within each programme. The Activity Coordinator must hold the appropriate qualifications or show experience in leadership of curriculum and staff.

### Key Duties:

- To coordinate the production of plans and to implement an effective and engaging programme
- To be responsible for the quality of and where needed, improvement of the teaching and learning in the camp
- To play a major role as a middle manager for activities
- To work with the Activity Leaders to ensure comprehensive schemes of work which include a range of teaching and learning styles providing a rich experience for pupils
- Contribute fully to the whole camp programme, including sessions, activities, outings and trips
- Attend various pastoral or social activities, trips and excursions
- Assist with arrival and departure days, including responsibilities such as escorting
- Students from and to the airport, and around the school campus
- All Staff are expected to contribute to the student feedback, parental requests within progress and reports, and camp awards, including celebration assemblies
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## Survival Offers

A unique and enriching experience in exceptional surroundings whilst being part of an international community

A competitive salary based on post and responsibilities

Full-board accommodation

Accident insurance

Equipment relating to all activities in which you participate

1.5 days off during the week







## How to apply

Submit your **application form** online with all relevant documents (CV, motivation letter and copy of passport)

Applicants must give the names and contact details of two referees. Applicants should be aware that Surval reserves the right to contact previous employers, but will only do so after discussion with the applicant.

### Pre-employment Checks

Employment with the School will be subject to the School being satisfied with the following:

- Criminal Records Disclosure or other relevant certificate from the relevant police authority;
- Verification of qualifications and identity;
- Three satisfactory references received;
- Such other pre-employment checks as the School is required to complete in accordance with its statutory or regulatory obligations and in the limits of the Swiss Federal Act on Data Protection.

• Surval Montreux is committed to safeguarding and promoting the welfare of children; applicants must be willing to undergo child protection screening, including checks with past employers and appropriate police check.





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