



PORTSMOUTH ABBEY SCHOOL

Title: Assistant Houseparent, Coach, Part-Time Teacher
Department(s): Residential Life, Athletics, Academics
Reports to: Director of Residential Life, Director of Athletics, Department Head
FLSA Status: Part-time or Full-time, Exempt, Faculty

About Portsmouth Abbey School:

Portsmouth Abbey School is a coeducational Catholic boarding and day school for grades 9 through 12. Founded in 1926 by the English Benedictine Congregation, the School is located on a 525-acre campus along Rhode Island's Narragansett Bay, less than 30 minutes south of Providence and 20 minutes from Newport. The School is known for its mission to help young men and women grow in knowledge and grace through its purpose-driven education in the Catholic intellectual tradition and a values-based community that embraces faith while nurturing reverence for God and the human person, love of learning, and commitment to community life. The Abbey's 350 students are encouraged to engage passionately in academic and intellectual pursuits, innovative electives, service to others, and athletic and artistic endeavors. The School's approach to college preparation is designed to inspire the next generation's leaders, stewards, innovators, and problem solvers while instilling a desire to serve the common good.

Job Summary:

Portsmouth Abbey School seeks an Assistant Houseparent in a boys' residential house. The position would also include coaching responsibilities (2 or 3 seasons) and possible teaching assignments subject to the school's needs and a candidate's experience. The Assistant Houseparent serves as a member of a three-houseparent team and would be responsible for covering 1-2 days per week and approximately every third weekend while school is in session. Coaching would include two or three seasons and could be at the varsity or junior varsity level. Potential teaching assignments may include English, Visual Arts, or Modern Language depending on the school's needs.

We seek dynamic educators who will be an active part of our community in all aspects of a boarding school, living out our mission to help young men and women grow in knowledge and grace.

Responsibilities:

- Assistant Houseparent in a boys' house
- Coach two or three seasons
- Teaching assignments could include English, Visual Arts, or Modern Language
- Attend all school events required of faculty

Qualifications:

- Bachelor's degree
- Experience in boarding schools preferred but not required
- Desire to be engaged in a Catholic residential community
- Alignment with the School's mission of helping young men and women grow in knowledge and grace
- Ability to work flexible hours and travel, including evenings and weekends
- A love of working with students

The essential functions and basic skills have been included in this job description; it is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This position description is subject to change at any time.

Other Qualifications:

All prospective employees must be able to clear a background check prior to beginning employment.

Salary: Commensurate with experience and education.

Benefits (if full-time):

403b

Health/Vision insurance

Dental Insurance

Life Insurance

Short-term disability (TDI)

Long-term disability

AD&D

Employee Assistance Program

Tuition Remission

Contact:

Interested applicants should email resumes and cover letters to hr@portsmouthabbey.org.