



Job title: Expeditioner
Reporting to: Director of Expeditions

Aiglon College is an international boarding school based in the Swiss Alps with a worldwide reputation for providing a challenging and transformational holistic education in an inspiring setting within a safe, caring and supportive framework. The School is CIS accredited, and caters for 480 students aged 7-18 representing 60 nations. Students prepare for Cambridge IGCSEs and the IB Diploma Programme.

The expeditions programme is at the heart of an Aiglon education and has been built into the fabric of the school since it was established. The Expedition Department has a team of 7 highly qualified and experienced expeditioners who take students out every weekend, and through some structured activities or expeditions within the week, offer transformational experiences in an inspiring environment.

Expeditioners are expected to make a significant contribution to the ethos of Aiglon College. The expectation is that staff will be positive and contribute enthusiastically to the life and work of the school. Expeditioners are directly responsible for the successful and safe management of their groups and for the development of students. The points listed in the job description below identify the key areas for which the expeditioner is responsible; additional responsibilities may arise from time to time at the reasonable request of the School Director.

JOB PURPOSE

The prime role of an Expeditioner is to assist with the delivery of the Expeditions programme and to play an important role in the day to day life of the school.

Guiding Principles and Professional Standards

- Carry out duties within the Expedition Department and exercise responsibilities in line with the Guiding Principles of Aiglon
- Treat all members of the community, colleagues and students, with respect and consideration
- Treat all students fairly, consistently and without prejudice
- Set a good example to students in terms of appropriate dress, standards of punctuality and attendance
- Read and adhere to the various policies of the school as expressed in the Aiglon Guide and other agreed documentation, and support the ethos of the school by upholding the behaviour code, uniform regulations and other expectations

- Undertake professional development (including outdoor education qualifications as wellbeing and academic possibilities) and participate in staff training when provided, in line with the CPD programme of Aiglon
- Reflect on personal and school practices with the aim of improving all that we do
- Participate in the management of the school by attending various team and staff meetings and full school meetings to discuss student progress
- Undertake evening supervision and other duties as prescribed within school policies
- Ensure that all deadlines are met as published and communicated
- Undertake other professional duties that may be reasonably assigned (e.g. cover)
- Be proactive and take responsibility for matters relating to health and safety.

KEY TASKS AND RESPONSIBILITIES

The Expeditioner would be expected to work in the Expedition Department every weekend plus three weekdays during term time.

Weekdays would normally involve:

- Visiting areas to be used on the weekend
- Assisting the Expedition Department in running or organising activities for at least two activities sessions per week
- Working in the Expedition stores and ensuring equipment is maintained and weekends are planned for effectively
- Assisting the Sport programme where appropriate and the staffing of school trips and events
- Visiting and liaising with their designated House, briefing students prior to their expeditions and answering student queries.
- One evening duty either within a house or in supporting the evening programme

Expeditions

Expeditioners work with the Junior and Senior Expedition programme; responsibilities include:

- Accompanying junior and senior groups on all weekend expeditions
- Accompanying students on Long Expeditions and Cultural Trips
- Assist the Director of Expeditions and the Head of Senior and Junior Expeditions in the administration of the Expeditions programme
- Preparation, fitting and minor maintenance of skis and other winter equipment

Summer Camp

After the initial twelve month period, some Expeditioners may be offered a further extension to their contract, normally to the end of the following academic year. In these cases, Expeditioners are offered the opportunity to work with the Summer Camp and can provide a really important link between the main school programme and Summer Camp due to their experience and expertise. This work is paid in addition to their normal salary.

Expeditioners are expected to maintain and develop their qualifications in order to fulfil, and possibly extend, their responsibilities at Aiglon. The School will support Expeditioners with CPD possibilities

which will be considered on an individual basis. A competency in French and possibly other languages is extremely advantageous.

Other

School commitments also require Expeditioners to attend departmental meetings, teaching staff meetings and any other staff training deemed relevant by the school. There is also a requirement for Expeditioners to be available for the Monday and Tuesday in the first week at each start of term.

OTHER TASKS AND RESPONSIBILITIES

- Understand and implement all school policies and procedures, particular those relating to safeguarding children and young people
- Undertake any other task which may be reasonably requested by the Director of Expeditions to assist in the smooth running of the team
- Understand the School's Guiding Principles and uphold the ethos of the School at all times

SMC/March 2026