

## The European School of Osteopathy

The ESO has a world-class reputation for a high standard of teaching at both undergraduate and postgraduate levels and prides itself on its international links, attracting highly respected lecturers from all over the world. More than 20 different nationalities are currently represented at the school, with students from nearly 30 different countries graduating since the school began.

The ESO is fortunate to be situated in a large 17th Century manor house in 17 acres of parkland. Boxley is in an area of outstanding natural beauty in the heart of the Kent countryside. Having said this, the school is only 5 minutes from Maidstone town centre and has good access to road and rail links to both London and the continent.

The ESO offers a full range of undergraduate and postgraduate courses and seminars.

The Integrated Masters (M.Ost) is a 4 year full-time programme accredited by the General Osteopathic Council and validated by the University of Greenwich. The osteopathic teaching at the ESO has always reflected an eclectic view and the school is renowned for its broad approach to osteopathy and the wide range of techniques it teaches.

The ESO is there to support all osteopaths throughout their career with a range of postgraduate seminars which count towards Continuing Professional Development, a requirement of the General Osteopathic Council.

The school has active research and international departments and has academic links with more than 12 European osteopathic institutions.

## The School operates from 2 sites: **Boxley House and Tonbridge Road Teaching Clinic**



## Boxley House

The academic site at Boxley, a beautiful 17th century country manor house, is set in 17 acres of parkland in an area of outstanding natural beauty. The relaxed and friendly atmosphere is conducive to study. It is at Boxley that the majority of lectures take place. There are 5 teaching rooms at Boxley, equipped with modern adjustable couches for use in practical classes, with one room that is used for theory lectures only. All classrooms are equipped with a range of digital teaching resources. There is a well equipped modern library and computer suite with helpful staff. Boxley is also where the majority of administrative and managerial staff are based with offices occupying the majority of the first floor of the main house. At Boxley, there is a canteen and dining area. The canteen offers a varied menu of freshly prepared food on a daily basis. In the summer the students and staff can eat outside on the large patio, where they can relax and enjoy the pleasant surroundings.

Tonbridge Road Teaching Clinic – Our busy teaching clinic is located in approximately 15 minutes by car from Boxley. The clinic has 26 treatment rooms and carries out in excess of 20,000 treatments a year. The clinic is manned by 3rd and 4th students each week-day from 0915-2015. The clinic also houses two large classrooms and plenty of space for students to relax or study. The Clinic is well resourced with Clinic Tutors with a wealth of clinical experience.

### Mission Statement

We are dedicated to the provision of the highest quality in:

- Osteopathic undergraduate and postgraduate education
- Clinical care in the community
- Osteopathic research

We are committed to:

- Concern for the individual
- Respect for the origins and philosophy of osteopathy
- The need to embrace the wider community of Europe and the world

The European School of Osteopathy is an osteopathic teaching institution approved by the General Osteopathic Council to provide training for student osteopaths who, on successful completion of the course, are eligible to apply for registration with the General Osteopathic Council. The School is dedicated to the provision of both undergraduate and postgraduate osteopathic training, emphasising all essential elements of good practice, sound management and quality care.

**For more details on the ESO please visit our website at [www.eso.ac.uk](http://www.eso.ac.uk)**

## How to apply for a role at the European School of Osteopathy (ESO).



The ESO is an equal opportunities employer. This means that all applicants who apply for jobs with us will receive fair treatment and will be considered solely on their ability to do the role.

Before you complete the application form, please read the following notes carefully.

### **The Application Form**

The application form plays a major part in our recruitment and selection process. We use the form to be able to shortlist candidates for interview. The form should be completed on a PC and in black type wherever possible. Applications will be accepted in handwritten form if necessary. Additional sheets can be used if necessary. **Please note that CVs will not be accepted.**

You can return the application form to us by email to [jacquieharris@eso.ac.uk](mailto:jacquieharris@eso.ac.uk) or by post to: Jacquie Harris, HR Manager, European School of Osteopathy, Boxley House, The Street, Boxley, Maidstone, Kent, ME14 3DZ.

### **About your skills and abilities**

This is a very important section of the application form which enables you to tell us about yourself, your experience, relevant qualifications, skills and abilities. Please relate examples to the job description and the person specification. Examples can be from your working life and other areas of your life e.g. your family or home responsibilities, education, hobbies and interests or voluntary work. We are particularly interested in the role you played in the example and the impact you made.

### **Interviews**

The ESO will do its best to be flexible when arranging interviews to fit in with a candidate's current commitments, but the availability of the panel will also be important.

### **Nationality Eligibility Requirements**

Posts are open to EC nationals, British protected persons, and nationals of states in the European Economic Area, and certain members of their families. Commonwealth citizens must be free from any restrictions to reside and take up employment in the UK.

### **Equal Opportunities**

The ESO is an equal opportunities employer and encourages applications from all sectors of the community and all backgrounds. We are fortunate to have a very diverse student population and aim to reflect this in our workforce.

Recruitment is done purely on the basis of ability and we do not discriminate against people on the grounds of race, sex, disability, ethnic origin, age, part-time status, religion, marital status or sexual orientation.

So that we can ensure that our EO policy is effective with regard to recruitment and selection we ask all candidates to complete an Equal Opportunities form which is enclosed with the application pack. This form is separated from your application form upon receipt and kept confidential from the selection process. If your application to the ESO is successful the information you provide will be recorded for the purposes of diversity monitoring within the school.

### **Flexible Working**

At the ESO, we believe that our staff members are our most valuable asset and we are committed to attracting and retaining the very best, and utilising all the talent and experience available within the community. We also appreciate that the UK workforce is becoming increasingly diverse and includes a high percentage of parents and individuals with other caring responsibilities, as well as those whose interests and aspirations impact on their time. We therefore appreciate that the standard Monday to Friday, 9am to 5pm working week is, in many cases, incompatible with increasing demand for a better work-life balance.

The ESO recognises the importance of helping you balance your work and home life by offering flexible working arrangements that enable you to balance your working life with other priorities, including parental and other caring responsibilities, life-long learning, charity work, leisure activities and other interests. In turn we also recognise that staffing levels must at all times remain in line with the demands of the business.

### **Data Protection**

In accordance with the provisions of the Data Protection Act 1998, the ESO will use the information given for the purpose of recruitment and selection. If you become an employee of the school the information will be retained for personnel administration purposes including pay.

If you need this, or any of the attached forms in large print or Braille please contact the HR Department on 01622 671558.

**European School of Osteopathy  
Employee Benefits:**

- Generous paid leave (6.6 weeks including bank holidays)
- Company sick pay scheme
- Workplace pension
- The ESO is a member of the Kiddivouchers scheme
- Member of the Cycle to Work scheme
- A 25% reduction on attendance at Continuing Professional Development courses
- Employer contributions to work-related training courses
- Membership of the ESO Library and access to all its resources
- Use of the ESO catering facilities - open from 0830 to 1600 each day in term-time
- Free plentiful parking
- Reduced rates for hiring facilities
- Free Osteopathic treatment at the ESO teaching clinic
- Free wifi