

*Location: London Heathrow and other London airports*

*Dates: 1<sup>st</sup> / 8<sup>th</sup> / 15<sup>th</sup> / 22<sup>nd</sup> / 29<sup>th</sup> July, 5<sup>th</sup>, 12<sup>th</sup> August*

*Salary: see job description*

If you're enthusiastic, passionate, and ready to inspire young learners, we are excited to invite you to join our team at **International House London**, for the upcoming Young Learner summer season!

### **What we're looking for**

We're searching for responsible and flexible staff to work as our airport representatives on arrivals and departure days during the summer, welcoming students off planes, organising them onto coaches and assisting with check-in and departures as necessary. This is an active and energetic role, and clear communication and a calm approach is key.

To apply, you must have:

- GCSEs (A\*-C) or equivalent
- Experience working with children
- English proficiency level of C1+
- A positive, flexible, "can-do" attitude
- Good communication skills
- A commitment to creating safe, inclusive spaces for all students
- Ability to work as part of a team and under pressure

### **What the Job Is About**

As a summer school airport representative, you will be the first person the students meet at the airport. Your kindness, calm and reassurance will help them to settle and start acclimatising to unfamiliar surroundings. You may also be the last person they see as they depart the country. Our students have residential stays either in Oxford or Frensham, and you will register them getting on and off coaches to/from these locations.

You will be part of a friendly team, receive paid induction training, and benefit from meeting new people and contributing to ongoing systems and process improvement throughout your contract.

### **Salary**

£14.24 per hour (£12.71 + 12.07% holiday pay)

Plus paid induction programme

### **Contract details**

- Contracts available as day assignments, and will depend on operational needs
- One airport shift per week, on Wednesdays
- Average of 8 hours per week (you may be contacted regarding further availability)

### **Dates and locations of our summer camps**

*This is for information purposes only. Airport reps will not be required to go to the summer camps.*

**Oxford** – St Edward's School (ages 8–17) - 1st July – 12th August 2026

**Frensham** – Frensham Heights School (ages 12–17) - 8th July – 12th August 2026

### **Why Choose Us?**

International House London have delivered unforgettable summer school experiences across the UK since 2011. We are a British Council-accredited organisation and proud member of the International House World Organisation. We place our students' safety, happiness, and well-being at the centre of everything we do. We're committed to creating memorable moments for every young learner while supporting our staff with professional development, skills training and a collaborative environment. It's no surprise so many of our staff return year after year!

In our most recent, British Council inspection (2024), we were recognised for strengths across multiple areas, including strategic and quality management, student administration, care of students, and leisure opportunities. With us, you will:

Work in a positive, professional environment

Join a welcoming team with many returning staff

Build confidence interacting with and leading groups of mixed-nationality young learners

Strengthen your CV with real pastoral experience

### **Right to Work**

Applicants must have the **right to work in the UK**. All appointments require a **DBS/Police Check** and satisfactory references.

### **Application Information**

International House is committed to safeguarding and promoting the welfare of all young learners. <https://www.ihlondon.com/wp-content/uploads/2025/06/YL-Safeguarding Policy-2025-updated-02.06.pdf>

Please note that if you are successful at the interview stage, all offers are subject to two references, a Disclosure and Barring Service Check, and Police Check (if living abroad) that are considered satisfactory to IH London.

Due to the nature of this role, we are unable to offer sponsorship. Therefore, applicants must have valid right to work in the UK to be considered for this position.

[Click here](#) to submit your application.

**Full job description:**

<https://www.ihlondon.com/wp-content/uploads/2026/04/Airportrepresentative2026.pdf>

International House London's Values:

**Ethical, Inclusive, Innovative, Passionate, Professional**