



INSTITUT VILLA PIERREFEU *and*
CHARLES MACPHERSON ACADEMY



Modern HOUSEHOLD *Management*

Course Dates:
March 31st - April 4th, 2025
October 20th - October 24th, 2025

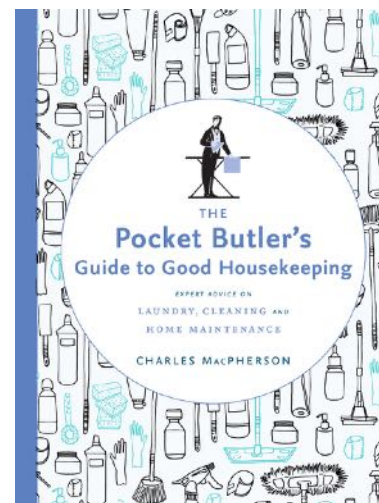


INSTITUT VILLA PIERREFEU *and* CHARLES MACPHERSON ACADEMY

Managing your home can be difficult and challenging in our modern and fast-paced world. Learning the tools and tricks from our expert household managers will make your life easier and more enjoyable.

This course is designed for individuals who run their own homes and for those who have domestic staff.

Created by world renowned Institut Villa Pierrefeu in collaboration with partner Charles MacPherson, bestselling author and founder of The Charles MacPherson Academy, this tailor-made course is designed for the 21st century.



The content is focused on best practices for organizing, optimizing and simplifying your tasks and procedures. You will master an invaluable amount of information, as well as practical tricks and tools to run your homes effectively and efficiently.

MORNING LESSONS

with Charles MacPherson

A world-renowned Modern Household Management Program,
a pragmatic solution tailored to both you and your household staff.

This program includes, but is not limited to:

- steps to creating your own Household Procedures Manual.
- how to work successfully with service providers.
- hiring, managing and motivating domestic staff who may work for you one day a week or full-time.
- reviewing checklists and how to make them applicable to you.
- managing emergencies.
- implementing an inventory system.
- using proven storage methods for your “pied-à-terre” all the way through to your estate.

The skills learned in this program will allow you to:

- have a professionally run home, be it small or large.
- learn from our Industry household management faculty.
- apply professional knowledge to simplify your life.
- ensure, if you have domestic staff, that they are properly trained for your lifestyle.

Additionally

Our household management faculty is always available for one-to-one private sessions to discuss your specific needs and provide you with solutions.



DEMONSTRATIONS *and* HANDS-ON

with Institut Villa Pierrefeu instructors

This course is all about creating a home that's not just clean, but efficient and enjoyable to live in.

Organizing

- Organize your home for physical and mental well-being. Tidy spaces reduce stress.
- Discover more techniques for decluttering and organizing.
- Participate in hands-on sorting exercises.
- Cover labelling and inventory tips, including using QR codes for tracking items.

Products and Equipment

- Identify different types of dirt and the importance of pH.
- Review the safest cleaning products for your home and the environment.
- Learn about equipment best suited for different cleaning tasks.
- Practice cleaning methods for silver and caring for other precious materials.

Efficient Cleaning Techniques

- Make cleaning easier and faster with routines and efficient methods.
- Learn different cleaning techniques.
- Pick up tips for finishing touches that create a polished feel, such as attention to details and refreshing the atmosphere.

Fabric and Laundry Care

- Master fabric and laundry care to prevent damage and extend the life of clothes.
- Categorize laundry by color, fabric, and care instructions.
- Practice stain removal and ironing techniques.
- Learn folding methods and storage tips for maximizing space and maintaining clothing quality.



YOUR WEEK AT IVP

	Day 1*	Day 2	Day 3	Day 4	Day 5
08:00 08:30	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
08:45 10:15	INDUSTRY KNOWLEDGE, PROFESSIONALISM and COMMUNICATION, part I	HOUSEHOLD ORGANIZATION-PEOPLE (HR), part I	HOUSEHOLD ORGANIZATION- SYSTEMS, part I	HOUSEHOLD MECHANICALS & VENDOR MANAGEMENT, part I	HOUSEHOLD SECURITY, part I
10:15 10:45	Break	Break	Break	Break	Break
10:45 12:15	INDUSTRY KNOWLEDGE, PROFESSIONALISM and COMMUNICATION, part II	HOUSEHOLD ORGANIZATION-PEOPLE (HR), part II	HOUSEHOLD ORGANIZATION- SYSTEMS, part II	HOUSEHOLD MECHANICALS & VENDOR MANAGEMENT, part II	HOUSEHOLD SECURITY, part II
12:30 14:00	Free for Lunch	Free for Lunch	Free for Lunch	Free for Lunch	
14:00 16:30	ORGANIZE: cleaning personality, decluttering, orderly storage	EQUIPMENT: cleaning products, tools and surfaces	HOUSECLEANING & HOUSEKEEPING Cleaning methods, schedules and detailing, taking care of flowers	LAUNDRY: laundry chart, stain removal, ironing vs steaming	

*If you decide to stay on campus you should arrive at the school the day before the beginning of the course.

**On request, private classes can be scheduled after 17:00



TUITION & PROGRAM DETAILS

ALL PRICES ARE GIVEN IN CHF - SWISS FRANCS

Program

Course Fee with the early bird reduction valid if paid 2 months before the beginning of the course	5000.-
Course Regular Fee	5600.-

Accommodation

At the School , 5 nights, Single room, own bathroom	750.-
At the School , 5 nights, Single room, sharing bathroom	550.-
At the School , 5 nights, Double room, sharing bathroom	450.-
Tourist Tax to be added to all accommodations	20.-

*We offer boarding school-style accommodations on site, breakfast and daily room cleaning are included. You may prefer to stay in an hotel or a 'Bed and Breakfast'. We recommend Hotel Victoria, a four-star Relais & Chateaux conveniently located next to the school with a special rate for students coming for a course at IVP.

APPLICATION PROCESS

Step 1

Choose a date:

- **March:** Monday March 31st to Friday April 4th, 2025
- **October:** Monday 20th to Friday 24th, 2025

Step 2

Familiarize yourself with our **Financial Conditions** as well as cancellation policy.

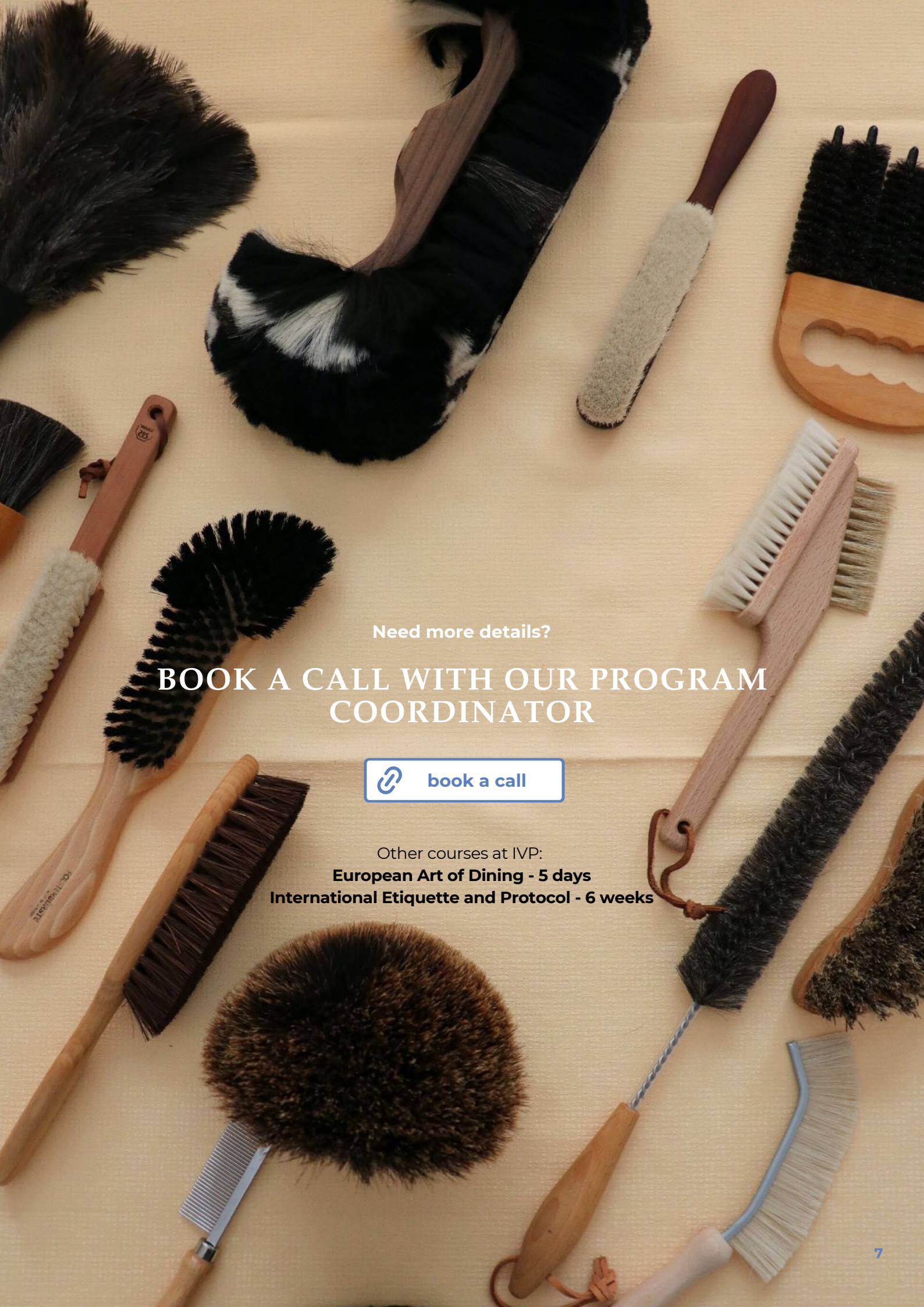
Step 3

Prepare these **documents in digital format**:

- **Passport** (that is valid for the entire length of your stay plus 6 months)
- **Visa** (if needed to travel to Switzerland). If you don't have one, we will enclose the attestation for the Embassy once the full fees have been paid.
- **CV or short Bio**
- **Portrait picture**

Step 4

Use the link to **apply for the course**.



Need more details?

BOOK A CALL WITH OUR PROGRAM COORDINATOR



[book a call](#)

Other courses at IVP:

European Art of Dining - 5 days

International Etiquette and Protocol - 6 weeks

WHAT ALUMNI SAID ABOUT THE COURSE

SALLY

Very in depth on the household management, lots of practical solutions coming from real life experience.

KHALED

I discovered so many new tools and techniques to help me in daily life.



EMILY

I recommend this invaluable course to anyone who needs to manage a household, with or without staff.

ANDREA

I've been searching for this kind of course for many years. From day one it was about the mindset of running a house from the employer side while understanding the issues that are faced by the employee and how you can empower them.

PRIYA

My mother-in-law was impressed with how I run my home now and told her son he married the right girl.

IRINA

Even though, I've been running my house for more than 30 years, I discovered a lot of small details that I had never paid attention to.

MARIA

I felt very inspired. It was incredible to learn from people with so much experience.

EVELYNE

The perfect combination for me and I would like to come again, but this time with my home manager.

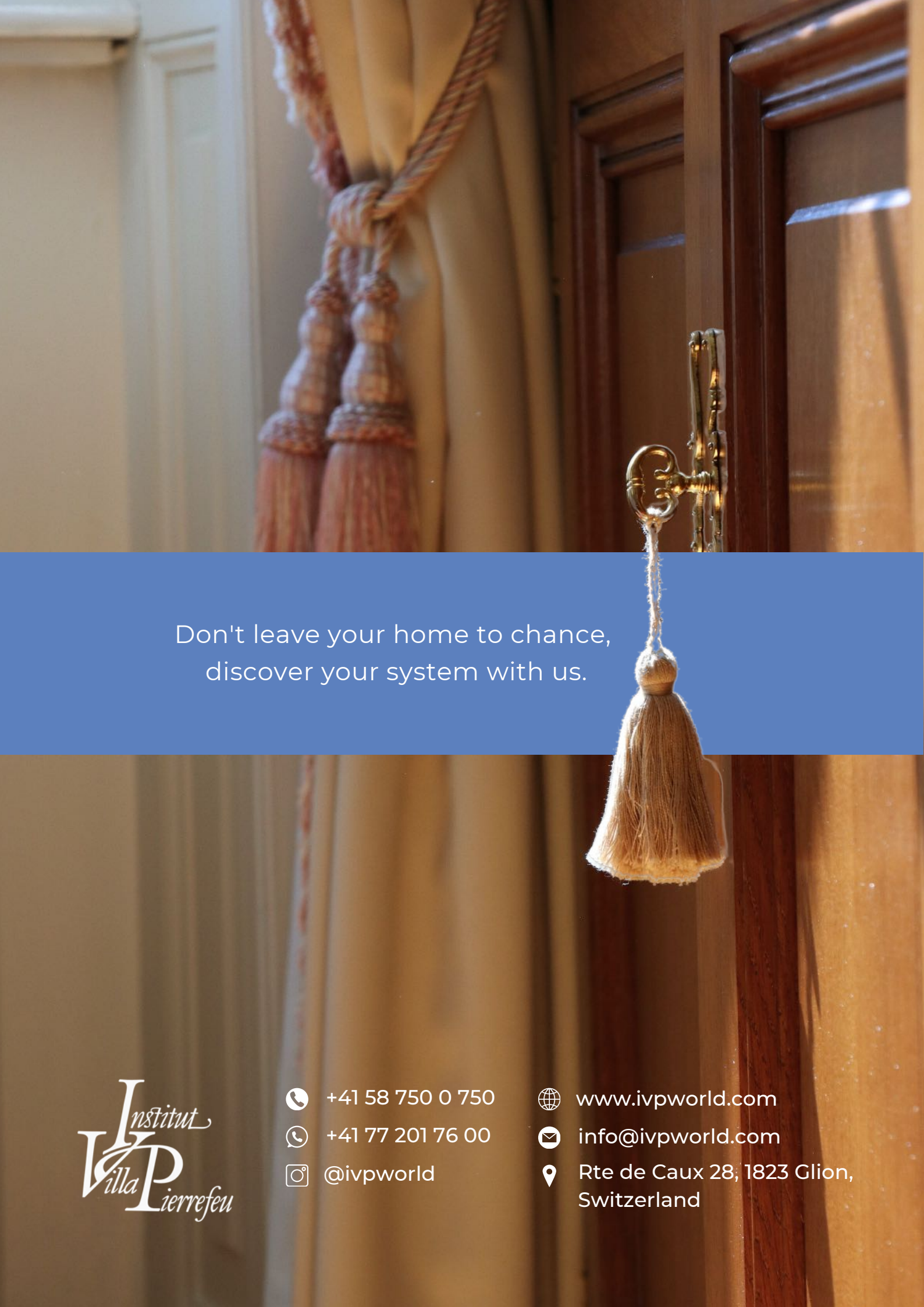
CORINNA

This course absolutely exceeded my expectations.
It was transformative and helpful.



MEI

No other joint-venture (school) is better equipped to ensure that the expectations of both (employer/client and employee) are in synch.



Don't leave your home to chance,
discover your system with us.



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