

June 2017

Dear Applicant,

Thank you for your interest in the Learning Resource Manager post at Bohunt School Worthing. We are seeking a flexible, dynamic and driven individual to be part of the development of the new school. This is a once in a lifetime opportunity as you will help to grow a key resource and service that will ensure a successful learning environment for the school. We opened in September 2015 with students from Year 7 and 8, moved into new state-of-the-art buildings at the start of this academic year and by September 2017 will have four year groups and 600 students.

The role of Learning Resource Manager is a critical one. You will be vital in helping to ensure that through working with other colleagues and students we are able to deliver a fantastic library that offers a blended mix of books, ICT and quiet working space. In addition you will have the opportunity to train student leaders to work alongside you promoting reading, independent study and the growth of the new facility. This is a fantastic opportunity to work with a wide range of people on a diverse set of goals. You will be a key person in ensuring the provision of day to day independent learning opportunities so that students have an exceptional educational experience.

I welcome applications from serious candidates and do ask that you take the time to consider carefully the roles laid out in the job description. Whilst a background in an education setting is desirable it is not essential. We are able to consider candidates looking for part time employment as part of a potential job share. Please be clear in your application if this is something you would like us to be aware of. Applying for a job in a new school can raise many questions and if you have any queries or wish to arrange a visit please contact us on 01903 601361 or the recruitment email address recruitment@bohuntworthing.com.

If you are interested in the role please complete Support Staff application form. Please ensure that all periods not in education, employment or training are explained. Your supporting statement should be no longer than two sides of A4. It is your opportunity to tell us a little bit about your personal philosophy of education, why you are attracted to this post, the skills you will bring and any other details which you think are relevant.

Finally, I look forward to receiving your application should you decide that you wish to contribute to the development of Bohunt School Worthing.

With very best wishes,



Adam Whitehead
Headteacher Bohunt School Worthing