

## **JOB ADVERT**

<b>POST TITLE:</b>	Site Assistant
<b>RESPONSIBLE TO:</b>	Senior Site Supervisor
<b>SALARY:</b>	SCP 12 to SCP 15, equivalent to £24,496 to £27,603 FTE
<b>WORKING PATTERNS:</b>	Full Time (40 hours per week)
<b>CLOSING DATE:</b>	Wednesday 30 <sup>th</sup> August 2023
<b>INTERVIEW DATE:</b>	Friday 1 <sup>st</sup> September 2023 (TBC)
<b>START DATE:</b>	As soon as possible

### **ROLES AVAILABLE:**

- Site Assistant – BOA Digital
- Site Assistant – BOA Stage and Screen Production
- Site Assistant (Casual) – to work as required across the Group to cover weekend lettings, evening openings and holiday/sickness absence

The BOA Group is a unique and outstanding creative educational hybrid, committed to the highest standards of excellence. We are a growing Multi-Academy Trust offering creative hubs for the expressive arts and for specialist technical and digital skills.

Currently comprising of three academies – ‘BOA Creative, Digital and Performing Arts’ (opened in 2011), ‘BOA Stage and Screen Production Academy’ (opened in 2021) and ‘BOA Digital Technologies’ (opened in September 2022) – we also have The Old Rep Theatre, in the heart of Birmingham City Centre, within our portfolio. Located in the centre of Birmingham and within the hub of the creative and digital industries in the West Midlands, we benefit from superb facilities for academic, vocational and extra-curricular activities.

BOA Group is seeking to appoint Site Assistants across the Group at various locations The role involves carrying out regular maintenance and health and safety checks, as well as performing first fix repairs, basic maintenance and redecoration. You will also undertake portorage tasks as required, including setting up and clearing away furniture, taking in deliveries and assisting staff with moving large or heavy items. On occasion you may be asked to work at other BOA Groups sites around Birmingham City Centre.

Effective communication and organisational skills are required together with the ability to communicate well with a range of stakeholders. We are keen to attract reliable, confidential and self-motivated professionals with a strong attention to detail and high personal and professional standards.

If you share the Academy Trust’s vision and ambitions, possess a strong desire to work within an ethos of creative collaboration and partnership and want to have a positive impact on young people, families and the community then we would be delighted to hear from you.

**All appointments are subject to satisfactory references and an enhanced DBS check.**

## FURTHER PARTICULARS

We are a growing multi academy trust operating specialist academies and a theatre, working in partnership with the Ormiston Trust and Birmingham City University to offer exciting and unique educational pathways for learners with interests in performing arts and digital technologies.

### About the BOA Group

**BOA Creative, Digital & Performing Arts** - a digital and performing arts academy for learners aged 14-19. Opened in September 2011 on a brand new and purpose-built site with superb facilities for academic, vocational and extra-curricular activities. Rated good in every category by OFSTED and with continual outstanding results, students at BOA Creative have the opportunity to individualise their learning pathway, following performance, production and creativity routes.

**BOA Stage and Screen Production** - a production and broadcast technologies academy for learners aged 16-19. Opened in the Jewellery Quarter in 2021, BOA Stage and Screen provides an industry lead curriculum for young people in both existing and emerging production techniques and broadcast technologies. Working in close collaboration with our creative and industry partners to develop and deliver specialist programmes of study, students learn the skills they need to join the very best production houses all over the world.

**BOA Digital Technologies** – an academy for 11–18-year-old learners passionate about digital technologies, which opens for the first time in September 2022. BOA Digital Technologies will deliver a specialist education in creative and digital technologies, maximising future opportunities for all students working closely with the industry to ensure that we address the growing demand for digital level skills now and in the future.

**The Old Rep Theatre** - the BOA Group operates the Old Rep Theatre in Birmingham City Centre. In addition to a competitive programme of secular events, students across the group are involved in shows; performing, stage management, set design, front of house, costume and make up, providing the opportunity to work alongside industry experts in a professional setting. The Old Rep Theatre gives students a unique experience to set them apart from others.

Our academies are regional and admit students from across Birmingham, the Black Country (including Dudley, Sandwell, Walsall and Wolverhampton) as well as from Coventry and Solihull. Please see the individual academies websites for further information and admissions policies.

We aim to inspire our students to “Imagine Everything” and ensure they leave us with the qualifications, technical knowledge and employability skills they require for the next stage of their lives.

Please do explore our individual websites for more details and information.

### The Role

We are looking for a different kind of Site Assistant who wants to be at the cutting edge of teaching and learning, working differently alongside employer partners and a team of outstanding teachers, governors, parents and students. We are bringing the curriculum to life with an innovative approach using real life business problem-solving skills and embracing business-like learning behaviours.

The Group believes that all young people deserve to become world-class learners - to learn, enjoy, succeed and thrive in a first-rate educational environment with excellent facilities, outstanding teaching and the most up-to-date resources available to them. You will benefit from visionary, inspirational and dynamic leadership and be empowered to develop your own skills.

This is a unique opportunity to be involved in an exciting academy; designing and leading an innovative approach to learning and ensuring that learners achieve the highest outcomes and opportunities.

For more information, please contact Ethan Harries, Group Operations Consultant, via email to [ethan.harries@boa-group.co.uk](mailto:ethan.harries@boa-group.co.uk) who will be happy to help.