

POST 16 PA & PASTORAL SUPPORT

30 Hours Per Week, Term Time Plus 1 week

Grade 7- £22,462 - £23,863 per annum

Actual (£15,935-£16,910)

Batley Multi Academy Trust's sole purpose is to provide an outstanding education through our family of schools. Batley Multi Academy Trust currently comprises Batley Girls' High School, Upper Batley High School, Healey Junior, Infant and Nursery School and Field Lane Junior, Infant and Nursery School.

We are an 'Outstanding' 11-19 school and we are very proud of our achievements: 'Students achieve exceptionally well in this outstanding academy. They make rapid and sustained progress' (Ofsted, 2013). We have an ethos based around the ideas of Achievement, Respect and Transformation (ART). Respect for self, for others and for learning is at the core of everything we do.

We are currently recruiting for a Post 16 PA & Pastoral Support to work under the direction of the Post 16 Respect Lead, providing general administrative support to the sixth form team whilst ensuring that attendance, behaviour and wellbeing in the sixth form are of high quality and that effective and efficient systems are in place to monitor and improve these.

The successful candidate will have experience of working in a secondary school with proven success in supporting young people. Strong administrative and organisation skills are required along with a passion for ensuring students are achieving their potential.

Further information regarding the role is available from the Job Description and Person Specification located on our school website or from the Human Resources Department on 01924 350081.

Please apply by completing a Batley Multi Academy Trust application form, available at www.batleygirls.co.uk or by contacting the Human Resources department on 01924 350081/recruitment@batleymultiacademytrust.co.uk, for consideration by our selection panel.

Closing date for applications is 3 September 2019 at 12.00 noon

Interviews will be held W/C 9 September 2019

Batley Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to an Enhanced Disclosure and Barring Service check for Regulated Activity.

Batley Multi Academy Trust is an equal opportunities employer and welcomes applications from all sections of the community.