



## MAT Appointment

**Trust Casual Governance Officer**

Casual Work

Grade 6- £11.66 per hour

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, Batley Grammar School, Healey Junior, Infant and Nursery School and Field Lane Junior, Infant and Nursery School.

We are seeking someone on a casual basis to support the Compliance and Governance Manager. Someone who is able to work flexibly and commit to out of school hours to attend Local Governing Body meetings. The role offers flexibility in terms of physical location, the individual can work from home or at one of the Schools within the Trust.

The ideal candidate will be efficient, enthusiastic and maintain a high level of confidentiality at all times. The role requires excellent attention to detail, high standards of customer service with a strong administrative foundation and experience of supporting meetings. Training and support is available to build knowledge on compliance and governance matters.

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

**Closing date for applications is Monday 12 April 2021 at 12 noon**

**Interviews will be held WC 19 April 2021**