Vacancy Bulletin

(Blue Sheets)

Issue No: 23

7 June 2019

You can view these vacancies, and more, online at: dasjobs.co.uk
Latest time for acceptance of advertisements is 12 noon Monday for the Friday bulletin.

UNLESS OTHERWISE STATED, details and application forms FOR ALL POSTS, excluding those marked INTERNAL can be found on dasjobs.co.uk

Only SCC employees may apply for posts marked INTERNAL in the first instance.
Internally advertised vacancies can be viewed on the SCC intranet: dasjobs.co.uk/internal

ALL POSTS MARKED WITH * REQUIRE A CRIMINAL BACKGROUND CHECK VIA THE DISCLOSURE PROCEDURE

"Somerset County Council is committed to safeguarding and promoting the welfare of children and young people"

All applicants, including current employees, should complete and return the Recruitment Monitoring Form, which is attached to the Application Form. Thank you for your cooperation

AN EQUAL OPPORTUNITIES EMPLOYER

Applications for all vacancies are particularly welcome from people with disabilities. Further details and application forms are also available on request in braille, large print, tape and disc.

JOB SHARING

Somerset County Council, as an equal opportunities employer, wishes to promote job-sharing arrangements in any full-time post where the Manager and Chief Officer consider that such an arrangement would be a viable proposition. If you are interested in making an application on a job-sharing basis for any full-time post advertised in this bulletin, you should contact the appropriate Manager in the first instance to see whether such an application would be accepted.

To receive an automatic update of the week’s latest jobs simply click on email alerts and fill in the subscription form.
You can cancel the email alerts anytime you like.

Somerset County Council is proud to offer an environment that is supportive and rewarding, working as part of a team who are passionate about the work they do. We offer great training and development opportunities, with supportive management. We offer an excellent benefits package to all of our employees including:

- A Local Government Pension Scheme.
- Discounted lease car via salary sacrifice scheme and options for discounts on petrol or diesel.
- My Staff Shop offering discounts in shops, online shopping, restaurants, cinema tickets, insurance benefits and so forth.
- A Flexible Benefits Scheme via salary sacrifice to obtain a cycle for work, childcare vouchers, additional annual leave, computers, mobile phones and health screening.
- Generous annual leave and flexible working arrangements.
- Staff discounts in gyms.
- Employee Assistance and support offering a variety of employee wellbeing services to support a healthy work/life balance and lifestyle.
- Optional pension enhancement through our Additional Voluntary Contribution scheme.

Somerset County Council is subject to Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent English will be an essential requirement for customer-facing roles.

Please note for SCC roles:
If an internal applicant who is at risk of redundancy or in need of redeployment has applied and passed the selection process they will be offered the role over remaining internal and external applicants.

If you are applying for a secondment please ensure you discuss this with your Line Manager first and obtain their approval.
Children’s Services, Countywide

*INDEPENDENT SAFEGUARDING & REVIEWING OFFICERS

Full and Part time opportunities available
Salary: £40,760 per annum/pro rata

About us
We are looking to recruit passionate and committed children’s Social Workers with significant post qualifying and supervisory experience to join our team of Independent Safeguarding and Reviewing Officers. The Quality Assurance team chair both Children Looked After Reviews and Child Protection Conferences and are viewed as key to the continuing success of Somerset’s improvement journey.

About the job
This is an exciting opportunity to play a key role in our journey, through audit and consultation, modelling best practice and challenging social workers and managers to be the best they can be. Using strengths and relationship based approaches, we are committed to ensuring the voice of the child is heard in decisions, and are looking for Social Workers who will champion best practice, promote participation and use their knowledge and expertise to improve outcomes for children. We have three full time equivalent vacancies and would welcome applications from people who want full-time and part time hours.

About you
You will be joining a well-established, welcoming and stable team with carefully managed caseloads that allow for careful preparation before reviews and conferences as well as opportunities to support practice development across the service.

Feel free to get in touch if you want more information, you can contact Jane Sprague on 07824082102.

To Apply https://dasjobs.co.uk/job/independent-safeguarding-reviewing-officers-4/
Closing date 5 July 2019 Interviews: 16 July 2019 Job ref: SCC00583HC

Children’s Services, Taunton

*PROFESSIONAL PRACTITIONER

37 hours per week
Salary: £29,636 to £33,799 per annum

About Us
The Youth Offending Team focuses on early intervention and holistic multi-agency support, where young people are children first and offenders second.

About the Job
We need a motivated and experienced professional practitioner to deliver our services and to support service delivery and projects. The professional practitioner will act as a specialist in Youth Justice.

About You
You will
• Act as a specialist practitioner within the team, providing support and guidance to other professionals.
• Act as a case holder for complex cases; make assessments, review risk, monitor and deliver quality interventions and supervise the work of Intervention workers.
• Help drive service improvements and embed corporate values to improve outcomes for young people.
• Take on lead responsibility for some areas of on-going, or time-limited work
• Set an example of professional behaviour for all staff that places the welfare of young people and families we work with, and the communities they live in, at the heart of what we do.

The vulnerability of the young people we work with is increasing, the society we live in is changing and the structures and frameworks within which we operate can be expected to alter and evolve at an increasing pace. We therefore need staff who are prepared to learn and adapt rapidly to these changing contexts, as demands arise.
For an informal discussion about this post please contact Lynne Pickup on 07946442029.

Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=724

Closing date: 12 June 2019  Job ref: SCC00582

Children’s Services, Mendip and South Somerset

*FAMILY INTERVENTION WORKER
37 hours per week
Salary: £21,589 to £24,799 per annum

About us

The getset Service is part of Somerset County Council’s contribution to the Early Help landscape. getset’s mission is to give children, young people and their families the best possible start in life. We recognise that the right help at the right time in the right place can make a big difference in the longer term, and aim to help families overcome small challenges before they become big ones. Key to our approach is to ensure families are able to help themselves and find their own solutions to problems; developing the resilience to deal with these problems effectively will also help them not become dependent on external services.

About the job

Family Intervention Workers build strong working relationships with children, young people and their families with complex needs.

You will be part of an ambitious multi agency team, working alongside statutory and non-statutory partner agencies to ensure improved and sustainable outcomes for children, young people and parents/carers.

You will help them identify their needs and support them to develop their own solutions which are sustainable as a family.

You will work through an assessment, plan, do and review model of intervention to help families move forwards and meet their identified goals and outcomes, promoting best family outcomes.

We have 4 positions, 2 based in Mendip and in South Somerset.

About you

You will have

- A good understanding of the Think Family approach and the governments Troubled Families Programme.
- Some experience of working with children, young people & families in one to ones or group settings.
- An understanding of the skills required to engage, assess and plan to support the needs of children, young people and families.
- Understanding or have experience in multi – agency working to safeguard children and young people.
- Excellent communication skills, attention to detail and a broad range of IT skills with a minimum of GCSE Grade C (or equivalent) in Maths and English and a relevant Level 3 qualification.

To discuss the role further, you can get in contact with Helen MacDonald, Operations Manager Prevention on 07810 417300.

Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=723

Closing date: 12 June 2019  Job ref: SCC00581
Children’s Services, Somerset – positions available in Taunton, Bridgwater, Shepton Mallet and Yeovil

*ADOLESCENT INTERVENTION WORKER
37 hours per week
Salary: £21,589 to £24,799 per annum

About us
Team 8 Adolescent Services is an intensive, voluntary engagement service aimed at supporting young people aged 10 – 18 and their families who are experiencing multiple, complex needs in an holistic manner, to build sustainable solutions for best family outcomes. A core role is to support young people and their families to prevent (re)escalation into statutory services or care accommodation.

About the job
Adolescent Intervention Workers build strong working relationships with adolescent children and their families to help them identify their needs and develop their own solutions which are sustainable as a family. Working through an assessment, planning, intervention and review model AIWs seek to help families move forwards and meet their identified goals and outcomes, promoting best family outcomes.
This will include flexible working at times to meet service and family needs including evenings and weekends by rota.
These positions include participation in the stand by / call out Rapid Response overnight service, supporting adolescent children to remain in their homes with their families at time of crisis until day services can engage, for which enhanced payments will be made.
Whilst these positions are area based, all Team 8 staff must be willing to work across the county where needs dictate so an ability to travel is an essential.

About you
We particularly welcome applications from those with previous working experience and skills within relevant fields of work including education, youth work, criminal justice, substance misuse, physical and emotional health and wellbeing and housing. Whilst this position is Mendip based, all Team 8 staff must be willing to work across the county where needs dictate so an ability to travel is an essential. A creative and dynamic approach to family work is vital.
If you are interested in finding out more before applying, please get in touch with Samantha Fahey, Operations Manager – Prevention on 07977 411298 sfahey@somerset.gov.uk

Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=721

Closing date: 12 June 2019  Job ref: SCC00580

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Children's Services, Children's Commissioning, Taunton

*ENGAGEMENT AND PARTICIPATION OFFICER
18.5 hours per week
Salary: £12,647 - £14,392 per annum
Fixed term until November 2019

About us
Somerset County Council Children’s Commissioning Service are looking for an enthusiastic individual to join the Partnerships and Participation team to provide specific support to children and young people, who are in the care of our Children’s Services, to ensure that the voice of children and young people is heard, listened to and supported to participate.

About the job
You will work as part of a small and agile team committed to hearing the voice of children and young people in order to effect service improvement in Somerset County Council and our partners. The role involves facilitating the Care Councils to meet monthly and take their views, plans and recommendations to the Somerset Corporate Parenting Board and its sub-groups. You will also be reasonable for maintaining attendance databases, website maintenance and other administrative tasks associated with this post.
About you
You should be able to demonstrate a proven track record in engagement and show respect and understanding for the views of children and young people. Excellent communication skills and interpersonal skills are essential, along with experience of youth work delivery or experience of working in an associated field.
The post if for 18.5 hours per week, which involves one Sunday per month, flexible working and occasional evening work.
The role involves the transportation of children & young people and attendance at multi-agency meetings, therefore the ability to drive is essential.
If you are interested in finding out more before applying, please get in touch with Fiona Phur on 07811307699.
Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=729
Closing date: 16 June 2019 Job ref: SCC00534

Children’s Social Care, Children with Disabilities, Mendip

*CHILDREN’S AUTISM OUTREACH WORKERS
22 hours per week
Salary: £11,398 to £12,585 per annum
About us
Would you like to become part of a specialised and committed County wide team?
About the job
The Children with Autism Outreach Team (CAOT) support children and young people and their families from the first diagnosis of autism. Children with autism often present differently at home and in schools/settings and sometimes find the transition between the two challenging. The CAOT team will support families at home and in the education setting/school so that children and young people’s needs can be understood in context.
About you
If you have experience and/or knowledge in Autism and are a team player, we'd love to hear from you!
If you are interested in finding out more before applying, please get in touch with Barbara Mills on 07584 175261 or via email BAMills@somerset.gov.uk
Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=728
Closing date: 12 June 2019 Job ref: APP00465

Commercial and Business Services, Business Change, Taunton

PROJECT & CHANGE MANAGER
37 hours per week
Salary: £33,799 - £37,849 per annum
Fixed term for 18 months
About us
Here at Somerset County Council we spend over eight hundred million pounds every year, employing three and a half thousand people who provide vital services to over half a million residents, communities and business.
We are an ambitious Council focussed on improving people’s lives however, like all local authorities, we have a number of challenges that we need to respond to. So, we have started a major transformation programme to change the look and feel of Somerset County Council so that we are better positioned to address our challenges and continue achieving our aim of improving lives.
This challenging but exciting work is focussed on turning Somerset County Council into one that is proactive, that invests in prevention, that manages demand on services and works with partners to
enable residents to help themselves and to improve their own outcomes. By having a greater focus on prevention and improving lives, we will also be able to create a sustainable organisation.

**About the job**

This role offers a real opportunity for you to make a positive change to the way Somerset County Council improves lives. As a Project and Change Manager you will be responsible for successfully delivering a project on time, on budget and to the right standard of quality. You will develop project and change plans, and coordinate the activities of project resources, managing any risks and issues that you find along the way. You will lead on project communications and stakeholder engagement, working with senior managers and staff across the organisation to make sure that changes are embedded and that project benefits are fully realised.

**About you**

We would love to hear from you if you have the drive, energy and enthusiasm needed to help transform Somerset County Council along with a strong interest and proven track record in programme, project or change management. You will be able to demonstrate strong organisational skills, together with excellent influencing and communication skills and a will to be proactive and make things happen.

If you have any questions about the role please contact Daniel Forgham-Healey on 07773020168.

Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=727
Closing date: 12 June 2019   Job ref: SCC00559TC

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**Commercial and Business Services, Business Support (Central) & FM, Taunton**

**EXECUTIVE PA**

37 hours per week
Salary: £19,171 - £21,166 per annum

Permanent contract:
Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=736
Job ref: APP00460TC

Fixed term contract until May 2020:
Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=737
Job ref: SCC00588TC

**About us**

We have an opportunity to appoint a fixed term Executive Personal Assistant within Corporate Business Support.

**About the job**

You will work alongside the Senior Leadership team to make their day as effective as possible. You will manage your day to make sure that you are in the right place, the right time, with the right information.

**About you**

You must be well organised but flexible, enjoy being busy and have the ability to deal with changing priorities and assignments. You should possess good oral and written communication skills, a thorough knowledge of Microsoft Office and recognised typing / word processing qualifications. For an informal discussion please contact Julie Power, Business Manager on 01823 359064.

Closing date: 17 June 2019

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**Finance and Performance, Insurance, Taunton**

**SENIOR INSURANCE ASSISTANT**

37 hours per week
Salary: £19,171 – £21,166 per annum

**About us**

We are seeking an enthusiastic insurance or legal professional, to support our Service Manager – Insurance with the management of the County Council’s claims and risk management programme
About the job
The role will include:

- Investigating and handling claims including Public liability, Employee liability and Property damage.
- Working closely with Insurance Officer (Claims), our insurance brokers, insurers, loss adjusters and legal staff
- Supporting the Service Manager – Insurance to support County Council service areas by providing claim statistics, trends and operational risk management.
- Monitoring and analysis of claims statistics and trends to support the economic management of the Council’s risks
- Creating and updating insurance procedures and guidance

About you
You will be capable of handling liability claims and have the ability to discuss and monitor claim trends. The candidate should also have a working knowledge or experience of motor and/or property insurance claims handling.

For an informal discussion about the post please contact Heather Hall, Service Manager – Insurance on 01823 359865.

Apply online at [https://secure1.somerset.gov.uk/careers/details.html?jobId=731](https://secure1.somerset.gov.uk/careers/details.html?jobId=731)
Closing date: 17 June 2019   Job ref: SCC00584AMB

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Economic & Community Infrastructure Commissioning
Strategic Commissioning Community Infrastructure, Taunton

SENIOR PLANNING OFFICER
22.2 hours per week
Salary: £16,177 – £17,271 per annum

About us
Somerset County Council is an innovative employer and an exciting and vibrant place to work. The county has a diverse landscape with a mixture of rural and urban areas. The council is heavily involved in the Hinkley Point C development, at present the biggest construction project in Western Europe. This has brought about swift expansion to the area and the need for the infrastructure to transform rapidly.

About the job
The Planning Control team leads on Somerset County Council’s planning responsibilities relating to minerals and waste, and the County Councils’ own developments. The County Council is also the local education provider and with an increasing school development programme, a planner is required to deal primarily with planning control matters relating to school developments. These include: providing other officers of the county council or schools advice as to the need for planning permission, assessing permitted development requests, undertaking pre-application consultations and processing planning applications for new school developments.

About you
You will need to have experience of processing planning applications and demonstrate a good understanding of planning law and practices. You need to be confident in drafting reports and presenting planning reports at meetings when necessary and undertake site visits in support of the Planning Control Team. If you feel you are an outstanding individual that thinks they could rise to any of the challenges outlined above – then we would love to hear from you.

For Further information about this post, please contact Karen Wray on 07976 697203 or email kzwray@somerset.gov.uk

Apply online at [https://secure1.somerset.gov.uk/careers/details.html?jobId=730](https://secure1.somerset.gov.uk/careers/details.html?jobId=730)
Closing date: 21 June 2019   Job ref: SCC00576AMB
Economic & Community Infrastructure Operations, Traded Services, Frome and Bridgwater

**APPRENTICE LIBRARY AND INFORMATION ASSISTANT**

30 hours per week  
**National Minimum Wage Pay Rates for an Apprentice:**  
16-17: £6,804, 18-20: £9,620, 21-24: £12,045, 25+: £12,842  
Frome: 
Job ref: SCC00585AMB  
Bridgwater: 
Apply online at [https://secure1.somerset.gov.uk/careers/details.html?jobId=733](https://secure1.somerset.gov.uk/careers/details.html?jobId=733)  
Job ref: SCC00586AMB

**About Us**  
If you haven’t visited a Library in a while you may not fully appreciate what we offer, from Lego groups and Code Clubs, to IT courses and knitting circles, and anything and everything to do with reading for pleasure. Our ideal candidate is a reading enthusiast who is more likely to organise a Harry Potter party and tweet about it than say ‘Shhh’. Libraries are about books and so much more. We’re offering this brilliant opportunity for you to join us as we continue to evolve as an innovative service.

**About the Job**  
From day one you’ll be working in a customer centred environment, a busy community hub that serves a diverse range of people, partners and organisations. You’ll work in a team, dealing with enquiries and requests, planning and delivering interactive activities, and promoting our services. You’ll be encouraging the love of reading through a range of promotional activities. Confidence in the use of digital technology is essential; as you will be helping customers to use our equipment and their own. You will receive comprehensive in-house training and study for an apprenticeship in Customer Service Practitioner Level 2 with Somerset Skills & Learning. Course information can be found here: [https://www.instituteforapprenticeships.org/apprenticeship-standards/customer-service-practitioner/](https://www.instituteforapprenticeships.org/apprenticeship-standards/customer-service-practitioner/). The apprenticeship is for 18 months.

**About You**  
We are looking for well-motivated people to provide a welcoming environment to our customers. You will be hard-working and receptive to change, with a wide general knowledge, an interest in books, and a digital curiosity.

**Entry Requirements for the position**  
Apprentices will be required to have or achieve level 1 English and Maths and to have taken level 2 English and Maths tests prior to completion of their Apprenticeship. A desire to work with customers. Experience of voluntary community work or other part time team work would be helpful.

For more information or an informal discussion about this post please contact Cerian Amery on 01373 462215  
Closing date: 24 June 2019

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Economic & Community Infrastructure Operations, Traded Services, Taunton

**DIGITAL TECHNOLOGY LIBRARY APPRENTICE**

30 hours per week  
**National Minimum Wage Pay Rates for an Apprentice:**  
16-17: £6,804, 18-20: £9,620, 21-24: £12,045, 25+: £12,842  
About Us  
If you haven’t visited a Library in a while you may not fully appreciate what we offer, from Lego groups and Code Clubs, to IT courses and knitting circles, and anything and everything to do with reading for pleasure. Our ideal candidate is a reading enthusiast who is more likely to organise a Harry Potter party...
and tweet about it than say ‘Shhh’. Libraries are about books and so much more. We’re offering this brilliant opportunity for you to join us as we continue to evolve as an innovative service.

**About the Job**

Taunton Library is looking to recruit an apprentice to join our team. While the post will be offering training and experience in working in a customer centred environment, a busy community hub that serves a diverse range of people, partners and organisation we will also be offering the opportunity to develop digital skills.

You’ll work in a team, dealing with enquiries and requests, planning and delivering interactive activities, and promoting our services. You’ll be encouraging the love of reading through a range of promotional activities.

Taunton Library is proud of its digital offer, supporting customers, schools and young people to experience digital and ‘digital making’ activities. We work with 3D printing, drones, Virtual reality, stop frame animation and T-shirt printing.

This is an opportunity to help and inspire people to learn and have a go with the exciting new technology we have on offer.

You will receive comprehensive in-house training and study for an apprenticeship in Customer Service Practitioner Level 2 with Somerset Skills & Learning. Course information can be found here: [https://www.instituteforapprenticeships.org/apprenticeship-standards/customer-service-practitioner/](https://www.instituteforapprenticeships.org/apprenticeship-standards/customer-service-practitioner/).

The apprenticeship is for 18 months.

**About You**

We are looking for a well-motivated team player to provide a welcoming environment to our customers by treating them as individuals. You will be hard-working and receptive to change, with a wide general knowledge, an interest in books, excellent communication skills and a digital curiosity. If you are inspired to learn, keen to support others and develop your skills while working as part of a team then we would love to meet you.

For more information or an informal discussion about this post please contact Val Denslow or Allison Ewan 01823 336334.

Apply online at [https://secure1.somerset.gov.uk/careers/details.html?jobId=734](https://secure1.somerset.gov.uk/careers/details.html?jobId=734)

Closing date: 24 June 2019  Job ref: SCC00587AMB

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**Bishop’s Hull Community Primary School, Bishop’s Hull, Taunton, Somerset TA1 5EB**

“a village school providing a world of learning”

Head Teacher: Mrs Rachel White  
Tel No: (01823) 331624  
Fax No: (01823) 325114  
Email: office@bishopshull.somerset.sch.uk  
Website: [www.bishopshull.somerset.sch.uk](http://www.bishopshull.somerset.sch.uk)

**TEACHING ASSISTANT positions x 3 fixed term contracts for one year**

**Post 1:** 18.75 hours classroom support (5 mornings) fixed term for one year

**Post 2:** 10 hours (5 afternoons) fixed term for one year

**Post 3:** 27.5 hours classroom support (5 full days) – fixed term for one year

Pay Range: Grade 15, 3-4 £18,065 - £18,426 pa pro rata

**Start Date: September 2019**

We are seeking to appoint three teaching assistants to our team. Post 1 and Post 2 are to offer 1:1 classroom based support for a KS1 child. Post 3 is to offer classroom and learning support in an upper KS2 class. All posts may have opportunities for occasional hours at our before and/or after school club provision. Continuation of each post is subject to funding and individual cohort needs.

The ideal candidates will have:

- An understanding of how to support pupils with SEND needs
- A calm and approachable manner – even under stressful conditions
- Patience and a great sense of humour
- Excellent communication skills with pupils and the staff team
- GCSE grade C in English and Maths (or equivalent)
• Previous experience is preferable but not essential as training will be provided as needed.
Visits to the school and informal enquiries are welcomed and encouraged

Method of application: Please apply via the vacancies area on our school website www.bishopshull.somerset.sch.uk. Please clearly indicate which post(s) you are applying for on your application.
Closing Date: Monday 17th June Interview Date: Monday 24th June

Fairlands Middle School, Masons Way, Cheddar BS27 3PG
(NOR: 485) Telephone: 01934 743186; Fax: 01934 744457
E-mail: office@fairlandsmiddleschool.co.uk Website: www.fairlandsmiddleschool.co.uk

Required for September 2019 for our popular and successful Middle School
DATA AND INFORMATION MANAGER
34.5 hours a week, term time only, to include in-service training days
Salary grade: Grade 13 Pt 7 – Pt 11 (£15,475 - £16,752 actual salary)
The Data and Information Manager is an extremely valuable position in our school, playing a pivotal role in the success of our pupils. We require a Data and Information Manager who will oversee whole school tracking and analysis of data, as well as support the School Leadership Group and teachers in monitoring and evaluating progress of pupils.
We require someone currently undertaking the role, or with experience working in a similar position.
You must have a high standard of literacy and communication skills, as well as excellent understanding of IT systems. Familiarity with SIMS would be advantageous.
Key aspects of the role include:-
• To effectively administer assessment, pupil and pastoral data in SIMS.
• To provide pupil progress data and support the production of clear reports for pupils, parents, teachers and senior leaders.
• To complete data returns, as required, by external organisations, including the Department for Education.
• To provide administrative support to the School Leadership Group and teaching staff as required.
In order to apply for this role, it is essential that you have:-
• Excellent skills and experience using Microsoft Office packages, particularly Excel.
• Experience of data management.
• The ability to build and maintain excellent professional relationships with colleagues.
• Experience in the use of data analysis tools, to support data management functions.
• Experience of planning and prioritising your own workload and managing competing demands to deadlines.
If you want to be part of a supportive and collaborative team, where staff and pupils are at the centre of everything we do, then we would be delighted to hear from you.
This post will require a criminal background check via the Disclosure Procedure.
‘Safeguarding is Everyone’s Responsibility’

Application form and further details are available from Debbie Andrews at the school on Tel: 01934 743186, by email: office@fairlandsmiddleschool.co.uk or by download from our website www.fairlandsmiddleschool.co.uk
Closing date for applications Thursday 20 June at 12 noon.
South Somerset Partnership School (PRU) is recruiting!
South Somerset Partnership School is a complex pupil referral unit based in South Somerset, we have sites across the area in Yeovil and Chard.
Following a period of reorganisation we have a number of posts available from September 2019. This is an exciting time to join our team of staff as we provide statutory education for pupils who have been permanently excluded, or who have medical and mental health needs that mean they are currently unable to attend their mainstream school. We also provide significant outreach support to schools in South Somerset and are actively involved in the development of both SEND Outreach and the local Behaviour Partnership Board. We actively develop and promote the inclusion of children and young people across the area.

Please clearly indicate on your application form which post you wish to apply for. We will discuss which work base would suit your individual skill set as part of our interview process. See our website for more details ssps.org.uk

**Posts available:**

**PASTORAL LEADER x 2 (Grade 12)**

**TEACHING ASSISTANTS x 3 (Grade 13)**

**ADMINISTRATIVE ASSISTANT (Grade 15)**

All posts are permanent and full time, term-time only and all applicants are subject to enhanced DBS check

Please apply online at dasjobs.co.uk/job/pastoral-leader, dasjobs.co.uk/job/teaching-assistants-41, dasjobs.co.uk/job/administrative-assistant-27

If you have any queries and for submission of your completed application forms to Claire Brand – School Business Manager at: cbrand@educ.somerset.gov.uk, 01935 410793

Closing date: Noon 21st June 2019  Interviews between 26th June and 1st July for successful candidates.

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**Preston Primary Academy Trust, The Toose, Yeovil, BA21 3SN**

Tel: 01935 474538  Email: ppat@educ.somerset.gov.uk

**ASSISTANT BUSINESS MANAGER**

Required as soon as possible
This position will be based at Manor Court Primary School, Chard
Full time, 37 hours per week Monday to Friday
Grade 12 Pt 12 - 19 (depending on experience)
Salary is paid on a pro-rata basis term time only + 1 week in the summer holidays

Preston Primary Academy Trust has an exciting opportunity for an ambitious Assistant Business Manager to support the headteacher, trust business manager and senior leadership team in their duty to ensure that the school meets its educational aims.

As a key member, you will be working within a busy school environment, managing the office team and assisting in the management of the administration, human resources and finances to ensure the smooth running of the school. You will be expected to use analytical skills, initiative and experience to deal with problems as they arise.

The successful candidate will need excellent communication and interpersonal skills with experience of a general office environment and an aptitude for ICT. Integrity and confidentiality are essential. Candidates should have a good basic education with 5 A-C GCSE’s. Desirable but not essential is a knowledge and experience of using FMS and SIMS.
PPAT is committed to safeguarding and promoting the welfare of the children and expects all staff to share this commitment. The successful applicants will require an Enhanced Disclosure & Barring Service check, medical clearance and references.

Please apply in writing by completing the application form available from the trust website www.prestonprimaryacademytrust.co.uk

Closing date: Tuesday 18\textsuperscript{th} June 2019 at 9.00 am   Interviews: week commencing 24\textsuperscript{th} June 2019

LEARNING SUPPORT ASSISTANT

Required from September 2019

27hrs 55 mins per week (Monday – Friday 8.45am – 3.20pm)

Grade 15 Pt 9–13 (depending on experience)

Salary is paid on a pro-rata basis – term time only

We are looking to appoint a committed and enthusiastic Learning Support Assistant to join our friendly and supportive team. The ideal candidate will:

• Have a passion for supporting the education and well-being of our wonderful children.
• Have a flexible approach and ability to work as part of a team.
• Be willing to participate fully in all aspects of school life.
• Demonstrate excellent classroom practice.
• Have the ability to think on their feet and use their initiative.
• Be motivated, passionate and reflective about their work.

This post will require a criminal background check via the disclosure procedure. Visits to our school are welcome; please telephone to make an appointment.

Please apply in writing by completing the application form available from the school website www.manorcourt.somerset.sch.uk. Tel: 01460 62350 Email: SCH.091@educ.somerset.gov.uk

Closing date: 24/06/2019 at 12.00 pm   Interviews: week commencing 1/07/2019

Hambridge Primary School, Hambridge, Langport, Somerset TA10 0AZ

Part of The Levels Academy Trust
Tel: 01460 281370   Email: hambridge@educ.somerset.gov.uk
NOR: 145   Headteacher: Mrs Nichola Chesterton

HIGHER LEVEL TEACHING ASSISTANT

Required to start September 2019

30 Hours per week – term time only

Grade 12: Point 12-19

We are seeking to appoint a hardworking and enthusiastic teaching assistant to join our committed team to support teaching and learning across the primary age range.

The successful candidates will:

• have relevant experience of working with children in a school setting
• have experience of leading whole class learning
• have high expectations of pupils’ learning behaviour
• have a good level of literacy, numeracy and ICT – a knowledge of phonics is desirable
• help promote and maintain high standards
• participate fully in the life of the school – including lunch times

It is vital that our new member of staff fits our school ethos and values so please do take the time to visit our website and watch our school video ‘I am Hambridge’. If you feel like this is a place you could belong, then please do come and visit us.

Application packs are available on the school website www.hambridgeprimaryschool.co.uk or from the school jizzard@educ.somerset.gov.uk

Hambridge Primary School is part of The Levels Academy Trust consisting of 4 Primary Schools and working in collaboration with Huish Academy, SCIL, SCITT and Taunton School.
The Levels Academy Trust is committed to equal opportunities, safeguarding and promoting the welfare of all children. The appointment is subject to a satisfactory enhanced clearance via the disclosure procedure and verified references.

Closing Date: 9am on Monday 17th June 2019

Interview date: Tuesday 25th June 2019

St John and St Francis Church School, Westonzoyland Road, Bridgwater TA6 5BP
01278 456918 office@sjf.bwmat.org www.stjohnstfrancisbwmat.org

3 x TEACHING ASSISTANT Vacancies (all 26.5 Hours per Week):

Position 1 - Permanent Position

Position 2 – SEN & 1:1 TA Permanent Position

Position 3 – SEN & 1:1 Fixed Term till 31.08.2020 (with a view to extending)

Band 14, SCP 4-6 (£18,426-£19,171 pro rata)

Immediate Start (dependant on notice required)

St John and St Francis Church School is part of the expanding Bath and Wells Multi Academy Trust and this is an exciting time to join us. We are seeking to appoint three skilled Teaching Assistants with proven experience of working with children in a Primary School setting.

The ideal candidates will be compassionate to the needs of children, will have the ability to work within a team, be able to work with individuals and small groups of children. For the SEN/1:1 vacancies experience of working 1:1 supporting a child with behavioural and medical Special Needs, would be an advantage.

Candidates are invited to contact the school and arrange to visit and meet with the Headteacher or the Senco. If you would like to arrange this please book an appointment via phone 01278 456918 or email naomi.chandler@sjf.bwmat.org.

Benefits of working for the Bath & Wells MAT include; a generous pension scheme, enhanced sickness and parental benefits and a supportive working environment.

The Bath & Wells MAT is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS and all relevant pre-employment checks.

Please download an Application Pack from our website and return, accompanied by a full letter of application to the school office by post, or email the School Business Manager – naomi.chandler@sjf.bwmat.org.

Closing date: Thursday 27th June 2019 at 12pm

Interview date: Wednesday 3rd July 2019.

This post will commence: ASAP (dependant on notice required)

Puriton Primary School, Rowlands Rise, Puriton, Somerset TA7 8BT
Tel: 01278 683630. Fax: 01278 683630
Email: office@puritonprimaryschool.org.uk www.puritonprimaryschool.org.uk

Our school is excited to be working with the CLT, adopting their practices and principles as part of their Trust.

The Clevedon Learning Trust (CLT) was launched on 1 January 2015. At present the CLT is formed of eleven schools in two geographical areas; one secondary and five primary schools in Clevedon and five primary schools in Bridgwater. The CLT brings with it a new, innovative and student focussed approach to education within local communities. The CLT will provide high quality education and experiences for children and families. We will achieve this through our formal school partnership, using the most effective teaching and learning strategies, the best resources and facilities and the clearest progression routes for our children from the age of 0 to 18.
FRIDAY RECEPTIONIST/ADMIN. ASSISTANT
Required for September 2019
Age Range: 4-11 - On Roll: 197
Hours: 8:30am – 3:30pm with 30 minutes unpaid lunch break
(Term time only)
Pay Scale: SCP2 - £17,711 per annum - £9.18 per hour (pro-rata)
Closing date: Monday 17th June 2019 - Interview date: Tuesday 25th June 2019
We are looking for an efficient and flexible person to be a Receptionist/Admin Assistant in our friendly school office. The person appointed will play a key role in providing excellent administrative and reception services. We are looking for someone who is motivated and enthusiastic, enjoys working with children and can cope with working in a very busy environment. The post-holder will provide a range of administrative support including word processing and a small amount of cash handling.

The successful candidate will have:
• The ability to create a welcoming environment and to provide an excellent first school contact
• Excellent interpersonal and communication skills, working alongside children, staff and governors
• Proven secretarial experience. A knowledge of Word is essential and experience of SIMS would be a definite advantage
• Effective organisational skills
• Have an understanding of the importance of confidentiality and accuracy when handling pupil data
• Have good literacy and numeracy skills

If you are calm, reliable and efficient and are able to work effectively, despite frequent interruptions, we would love to hear from you.

Our school is situated in the beautiful village of Puriton in Somerset, with easy access to Bridgwater, Burnham and the M5. We are a primary academy within the Clevedon Learning Trust, maintaining our unique school context and close partnerships with local schools, within the larger group.

If you are interested in this post, please contact: Mrs Kate Cox, School Business Administrator on 01278 683630 to discuss further details.

An application form and further details are available from: www.puritonprimaryschool.org.uk

Please complete an application form and return to: Mrs Kate Cox, School Business Administrator by post or e-mail to kcox@puritonprimaryschool.org.uk

CLT is committed to safeguarding and all applicants will be vetted through DBS checks.

The Blue School, Kennion Road, Wells, Somerset BA5 2NR
Tel: 01749 678799 www.theblueschoolwells.co.uk

RESTORATIVE CENTRE MANAGER
From September 2019, or earlier by negotiation.
All year round, 5 days per week, 37 hours per week.
Commencing at Grade 9, point 37 (currently £33,799 pa), rising to point 41 (currently £37,849 pa) by annual increments.

We are seeking a Restorative Centre Manager to establish and manage a new Restorative Centre within the school in order to support the behaviour management of our students.

Closing date: Tuesday 18th June 2019 Interviews: Monday 24th June 2019 (tbc)

For further details and application form, please see our website www.theblueschoolwells.co.uk or email Miss J Biggadike at jobswiththeblue@educ.somerset.gov.uk

LEARNING SUPPORT ASSISTANT
Sherborne Area Schools’ Trust based at King Arthur’s School Wincanton, Somerset

Start Date: 1 September 2019
Salary: Grade 5: £18,426-£19,171 (FTE, per annum)
Contract: Permanent, 32.5 hours, Term time only

We are seeking to appoint an outstanding, empathetic individual, with experience of working with children in an educational setting. We require an enthusiastic and flexible Learning Support Assistant to join our experienced Learning Support team. You will have a passion for working with young people with a range of SEND needs to achieve their potential at key stages 3 and 4 and possess the skills and ability to support in a range of subject areas.

This is a wonderful opportunity to join a school within a Trust with great potential, some real strengths and the ability and desire to develop further.

King Arthur’s School is a fantastic small secondary school at the heart of a rural Somerset community serving the town of Wincanton and surrounding area. The school will join the Sherborne Area Schools’ Trust in April 2019 and work closely with The Gryphon School in Sherborne to continue its pursuit for tangible and rapid improvement. When you visit the school you will notice the:

- Friendly and welcoming atmosphere
- Students are well-behaved, comfortable and safe
- The range of experiences and opportunities
- Hard working, committed and caring staff
- Beautiful location and space for learning
- Strong local community

The school is on the Somerset/Dorset border located close to Sherborne and its surrounding area. It is one of the best places to live in Britain, with Sherborne itself being described as ‘one of the most drop-dead-gorgeous towns in the country’ and having the feel of ‘a small cathedral city’. It is a centre of excellence for education. There are easy road and direct rail links to London, Bath, Bristol, Exeter and the glorious Dorset coast and countryside. It is a great area in which to live, offering something for everyone.

The successful candidate will:

- Have effective problem-solving and creative thinking skills
- Have the ability and knowledge to support high needs students at GCSE in a range of subjects
- Have the ability to empathise with students, particularly older students
- Be able to work effectively with some of the most disadvantaged and highest needs students on the SEND register
- Have excellent interpersonal skills with the ability to work effectively and collaboratively with colleagues and external stakeholders
- Have the ability to be a team player who will go the extra mile to support students and who will enjoy the challenges of this role

Our values and ethos focus on developing a love of learning, high achievement both personally and academically which comes from the tremendous work of all our staff and the great achievements of our children.

This role will be challenging, yet immensely rewarding. Working within our Trust, you will be supported by a focused leadership team, strong governance and a committed staff. We will also offer an excellent package:

- a competitive salary
- high-quality CPD opportunities
- work collaboratively with trust colleagues, sharing best practice
- a strong sense of shared moral purpose and a real opportunity to transform the lives of young people

You are warmly encouraged to visit our school prior to application, please do not hesitate to contact Shirley Yeo who will be happy to arrange this. School Headteacher, Jim Gower is also available to have
an informal discussion with interested applicants about the role. Please contact Shirley Yeo on 01963 32368 (ext.207) or at shirley.yeo@kingarthurs.org.uk

For a recruitment pack and online application form, please visit the school website or trust website: www.sast.org.uk

Closing Date: 9.00 am on Tuesday 18 June 2019    Date for interviews 21 June 2019
SAST and King Arthur’s School has an absolute commitment to safeguarding and promoting the welfare of children. The successful applicant will be required to undertake an enhanced criminal record check via the DBS. The Trust values the diversity of our workforce and welcomes applications from all sectors of the community

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**Inaura School**

**LEARNING SUPPORT WORKER**  
37 hours per week (Monday to Friday)  
Salary: £18,000 p.a.  
Work Location: Across two sites – Burrowbridge, Bridgwater and Godney, Wells  
Duration: Permanent  

Description:
Learning Support Worker needed at Inaura Independent School. Successful person will be expected to provide one to one personalised learning to students; safeguard students welfare; deliver study plans and record outcomes; prepare resources.

Essential Requirements: Experience with young people with special needs; skills to work appropriately and effectively with individual students; ability to promote student’s social and emotional development; ability to respond calmly and effectively to displayed behaviours; confidence to work independently; excellent communication skills; use of own car  
Desirable Requirements: Interest and competence in one of the following areas: Ecology, Horticulture, Group or outdoor activities, PE

Inaura School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Offers of appointment are subject to satisfactory references and CRB clearance, paid by employer.

You can apply for this job by obtaining the employer’s application pack by emailing the employer at recruitment@inaura.net.

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**CASE MANAGER – EVENT MANAGEMENT**  
Job Ref No: TRCMEM  
Location: Taunton; Deane House and Taunton Visitor Centre  
Salary Grade F: £26,999 – £28,785 per annum  
37 hours per week

We are looking for an exceptional individual to support events and destination marketing in the Somerset West and Taunton area. You will play a key role in developing and maintaining relationships with event organisers, businesses and town centre traders.

The post holder will manage promotional spaces within the district area and have a key role in the smooth operation of the Taunton Visitor Centre.

You must be proficient in the maintaining and uploading of web content on a range of CMS (Content Management Systems) and identifying where improvements can be made. Effective use of social media, including Facebook, Instagram and Twitter. You will maintain and build effective relationships with
stakeholders and it would be advantageous to be familiar with Event Management Plans and risk assessments.

Strong interpersonal skills are essential in this role. You will need to be organised, self-motivated, with a strong customer focus, but also a good team player. We are looking for applicants who can demonstrate an adaptable and flexible approach, a can do attitude and an ability to work on your own initiative. Experience with finance such as invoicing and record keeping would also be beneficial.

For more information on the post, please contact Fern Avis on 01823 219479 or email f.avis@somersetwestandtaunton.gov.uk

To apply for these roles, please visit https://www.somersetwestandtaunton.gov.uk/jobs/ and download and complete the attached Application form and Recruitment Monitoring forms in line with the Job Description.

Completed Application Forms and Recruitment Monitoring forms should be emailed to recruitment@somersetwestandtaunton.gov.uk, quoting the job reference number of the role you are applying for. Please note we do not accept CVs.