Vacancy Bulletin
(Blue Sheets)

Issue No: 25
21 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.
Commercial and Business Services, ICT, Taunton

*1ST AND 2ND TEAM LEADER*

37 hours per week  
**Salary: £33,799 – £37,849 per annum**

**About us**

This is an exciting opportunity to join the ICT department of Somerset County Council, as the 1st and 2nd Line Support Team Leader, based in County Hall, Taunton. We are Transforming Somerset’s ICT and looking for a Team Leader with good people skills and a passion for technology.

**About the job**

Reporting to the Customer Service Improvement Manager you will lead and manage a team of 21 staff with a range of ICT Skills and expertise to achieve agreed ICT Support SLA’s for the existing customer base at County hall and surrounding hub sites.

The team deal with an average of 7,044 calls per month, are involved in the management of over 5,000 hardware assets and 400 different software items.

You will provide line management and appraisals for all, 1st and 2nd Line support staff.

You will also manage staff and resource in relation to ICT project work, delivered to meet the evolving needs of a modern County Council.

You are required to have a modern, innovative approach to reactive support, delivering all BAU activities. You will establish effective management of services through service planning, resource deployment, performance monitoring and quality assurance.

**About you**

You will have strong interpersonal skills and be able to demonstrate and evidence key business relationship management skills. Flexibility to be able to adapt to the changing needs of the service and associated technologies is a must.

You will have a proven track record within a support or service desk environment and also have experience with Microsoft O365 / associated Microsoft products and practices.

You will have the drive and determination to look for continuous service improvements, follow new technologies and be interested in trends and practices within the Microsoft and business sectors. You should have good knowledge of ITIL best practice.

If you are an enthusiastic and dedicated professional, with strong interpersonal skills and a desire to make a difference, this could be the role for you.

For an informal discussion about the post please contact, Paul Arscott on 07817821676

**Apply online at** [https://secure1.somerset.gov.uk/careers/details.html?jobId=755](https://secure1.somerset.gov.uk/careers/details.html?jobId=755)

Closing date: 4 July 2019  
Interviews: w/c 15 July 2019  
Job ref: SCC00594AMB

Legal Services, County Hall, Taunton

**CHILDCARE SOLICITOR**

37 hours per week (part- time hours will be considered)  
**Salary: £33,799 - £37,849 per annum (a recruitment allowance up to £5,000 per annum may be available) pro rata for part time**

We are looking for a highly motivated Children’s Social Care Solicitor/FCILEx with significant experience in this area of child care practice. Additional skills in Adult Social Care or Education would be desirable.

You will be required to work largely unsupervised and provide support to other members of the team. A flexible approach and positive commitment to effective team working are essential. Local Government experience would be an advantage.

For an informal discussion please telephone Kirsty Baptist on 01823 355034

**Apply online at** [https://secure1.somerset.gov.uk/careers/details.html?jobId=751](https://secure1.somerset.gov.uk/careers/details.html?jobId=751)

Closing date: 1 July 2019  
Job ref: SCC00597AMB
Children’s Services
Various locations across Somerset – Taunton, Bridgwater, Shepton Mallet and Yeovil

*NEWMLY QUALIFIED SOCIAL WORKER (ASYE)
37 hours per week
Salary: £29,636 per annum

About us
Join us and be part of our enhanced Assessed and Supported Year In Employment (ASYE) programme. We are excited to be able to offer this opportunity to more graduating students than ever before. We are an organisation who are proud to say that we really do ‘grow our own’, and we are good at it. The ASYE scheme is not only about our Social Workers, but it is also an integral part of Somerset’s commitment to succession planning. We need Social Workers to be located throughout Somerset so please call to talk about locations.

About the job
You will begin your career with us straight in at a Grade 10 and a starting salary of £29,636. From day 1 you will be able to take advantage of the benefits of being an employed member of Somerset County Council staff, including staff discounts and a great pension. If you are relocating to Somerset in order to take up a position as a Newly Qualified Social Worker you may be eligible for a relocation allowance. You will be expected to attend an interview; for further information on this you can contact the Consultant Social Workers (CSW) leading the programme for a pre-discussion. Their details are below. We are an approachable organisation which wants our NQSWs to thrive in the ASYE programme and then stay with us. This is a great opportunity for your career but also an important factor in providing the right support for vulnerable children and families in our county. The enhanced programme is Somerset’s next step to achieving a permanent quality work force. Part time hours may be considered for the right candidate.

About you
We want our NQSWs to have high aspirations and a willingness to learn and develop. You will be supported by your allocated Consultant Social Worker (CSW), your Team Manager and your team to achieve your potential. Opportunities for a varied but protected caseload will be offered enabling you to complete the ASYE. You are required to complete a portfolio which is assessed against the DfE Knowledge and Skills Statement (KSS); study time is provided allowing time to undertake research, to reflect and to complete portfolio paperwork.

Once you have completed your ASYE, the support does not stop there as you will have access to mentor support for your second year along with high quality, mindful supervision. A valid UK driving licence is required, as you will need to travel to different locations in order to undertake the duties of the role.

You can apply for the ASYE programme by CV to avoid having to complete a long application. If you would like to discuss this opportunity, please call Rachael Turner on 07976 690110 or email recruitment@somerset.gov.uk to request a call.


Follow this link to our partner’s site at Visit Somerset http://www.visitsomerset.co.uk/

Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=750
Closing date: 16 July 2019  Job ref no: SCC00599HC
Children’s Services, Corporate Business Support, Taunton

SENIOR BUSINESS SUPPORT ASSISTANT
37 hours per week
Salary: £18,426 – £19,171 per annum

About us
Corporate Business Support are looking to recruit a permanent Senior Business Support Assistant.

About the job
You will provide a valuable high standard of administrative support to the Corporate and Children’s Business Support Management Team and Corporate Strategic Managers. Supporting senior managers, you will need to be well organised and flexible, with the ability to deal with changing priorities in a customer focussed manner.

About you
You should possess good oral and written communication skills with experience of taking minutes / agreed actions at high profile meetings being highly desirable. You must also have a thorough working knowledge of Microsoft Office, in particular: Outlook Calendar, Excel and PowerPoint with a keen interest in developing systems i.e. using Sharepoint and One Note to meet our continuous drive for service efficiency.

For an informal discussion about this opportunity, please contact Julie Power, Business Manager 01823 359064 japower@somerset.gov.uk or Angela Higgs, P/T Senior Business Support Officer 01823 356981 amhiggs@somerset.gov.uk

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

Close date: 28 June 2019
Job ref: SCC00596TC

Economic & Community Infrastructure Operations, Libraries, Bridgwater

LIBRARIESWEST SYSTEMS MANAGER
37 hours per week
Salary: £29,638 – 33,799 per annum. Plus £1,800 per annum on call allowance to provide an emergency out of hours service for the Consortium on weekday evenings and Saturdays, for Priority 1 ICT incidents.

About us
LibrariesWest (LW) www.librarieswest.org.uk is one of the leading public library consortia in the UK. Established over 20 years ago, it is currently a partnership of 7 public library authorities. Somerset County Council (SCC) is the lead authority and provides a range of services to partners on a cost recovery basis, including ICT, Bibliographic services, contract management and other library support services.

Our Vision is “Seven library services working together for the benefit of everyone”

We seek to achieve our vision through our three core aims:

- Collaborating to deliver value for money - sharing services and resources to improve the customer experience.
- Collaborating to Innovate - Applying technology, and developing new services, learning from best practice from across the sector, seeking to enhance the benefits to customers.
- Collaborating to advocate - Gathering evidence and celebrating the contribution LibrariesWest makes to service delivery and outcomes.

About the job
This is an exciting opportunity to join a cutting edge, award winning public library team which aims to provide excellent ICT and other services to our partner Authorities today and in the future.
The role of LibrariesWest Systems Manager is the key technical officer for the Consortium and provides the lead for both strategic and day to day management of the Library Management System (LMS) and related systems, such as the public web site & catalogue and the LibrariesWest extranet. Reporting directly to the Service Manager: LibrariesWest, you will be an integral part of a small close-knit core team, working together with the Bibliographic Services Manager, Consortium Development Officer and Service Manager, to ensure that LibrariesWest meets its aims and objectives.

Other key tasks include:
- leading a small team (2 FTE) of technical and support staff
- managing the provision of LW and SCC library ICT helpdesk services
- ensuring good contract management of ICT suppliers
- creating and implementing technical solution/s to meet stakeholders’ requirements
- reporting on performance to LW Board

In addition to business as usual responsibilities, you will be continually leading and/or contributing to a variety of projects. Current projects include:
- implementing customer online payments as part of librarieswest.org.uk
- planning and implementing an upgrade to the LW web presence (Enterprise)
- implementing an upgrade to the Symphony server and client application
- implementing html notices for customers, including customer newsletters
- consolidating system policies
- expanding the publication of open data at https://librarieswest.gitbooks.io/librarieswest-open-data/

About you
You are a good team leader and team member and can develop and maintain effective working relationships with colleagues at all levels. You have experience of, and are committed to, successful collaborative working.

You are interested in IT developments and have excellent ICT technical knowledge and skills and the ability to communicate these clearly and effectively to a range of audiences.

You have experience of setting up and managing IT systems, possibly, but not necessarily, in a public library environment. You have experience of managing and working within an ICT support environment and designing and generating management information reports.

You love solving problems and use a mix of technical knowledge, creativity, methodical working practices and attention to detail to create solutions to meet requestors’ requirements.

You are self-motivated, enthusiastic and have a positive attitude, able to work with minimal supervision, use your initiative and be proactive. You remain calm under pressure and are committed to personal, team and organisational improvement.

Your application should demonstrate how you meet the person specification. For more information about LibrariesWest and this role please contact Kate Turner (Service Manager: LibrariesWest) KTurner@somerset.gov.uk or 07977 400217; or Dan Hughes (current post holder) DJHughes@somerset.gov.uk 01278 454609.

Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=759

Closing date: 30 June 2019 Interview date: 8 or 9 July 2019 Job ref: SCC00601AMB
reading for pleasure. Our ideal candidate is more likely to organise a Harry Potter party and tweet about it than say ‘Shhh’.

About the job
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. 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.

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. 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.

For an informal discussion about the post please contact Mandy Lewis on 01823 340310

Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=752

Closing date: 27 June 2019  Job ref: SCC00598AMB

Public Health, Taunton

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

About us
We are looking for a Volunteer Support Officer to recruit and support volunteering. You will be responsible for recruiting and selecting volunteers for a range of Somerset County Council services.

About the job
Your main duties will include:
• Fielding enquiries from members of the public, recruiting and selecting volunteers and ensuring relevant checks are undertaken;
• Inducting new volunteers;
• Maintaining a volunteer database of volunteer information;
• Reviewing and updating volunteer checks within required timescales;
• Assisting in the promotion of volunteer opportunities;
• Providing service updates and statistics as required.

About you
Ideally, you will have good administrative skills and have a practical understanding of safer and volunteer recruitment. A working knowledge of sharepoint and other Office 365 packages would be an advantage. You will be joining at a time where you will have the opportunity to be an integral part of developing the new SCC volunteer service.

Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=753

Closing date: 1 July 2019  Job ref: SCC00568TC

Customer and Communities, Customer Contact, Taunton

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

About us
It is an exciting time to join Somerset.
Would you like to work for an award-winning Contact Centre? Do you like to work in a place where no two days are the same? Do you want to learn how to deliver the best customer service every single time? If you can answer yes to these questions, please read on.

About the job
The team currently deals with telephone and email contacts from members of the public and professionals, identifying their needs, providing support and guidance and clarifying issues. You will provide information and advice to customers on complex multi-agency issues relating to, amongst others, Children's Social Care and Education. You will liaise with professional staff within Children's Social Care, Education Services, Primary Health Care Trust and other Departments of the County Council. Various hours are available.

About you
We are looking for individuals who have excellent communication skills. The nature of the work is sensitive and confidential and therefore we need people who are empathetic, approachable, friendly and professional. In addition, the ability to listen and understand a customers need in order to advise on the next steps is essential.

A positive attitude, flexibility and the ability to learn about our Services are more important attributes than previous call-handling experience.

If you would like to find out more about this exciting opportunity before applying, please get in touch with Louisa Mulligan on 01823 359914 or via email LAMulligan@somerset.gov.uk or Stuart Andrews on 01823 359918 or via email SJAndrews@somerset.gov.uk

Apply online at https://secure1.somerset.gov.uk/careers/details.html?jobId=756
Closing date: 4 July 2019  Job ref: SCC00600AMB

Ilchester Community Primary School, Somerton Road, Ilchester BA22 8JL
Early Years Department
Tel: 01935 840568/840328  office@ilchester.somerset.sch.uk  www.ilchestercommunityprimary.com

PRE-SCHOOL MANAGER
Grade 12 –£11.19 to £12.85 per hour.
35 hours a week
To start as soon as is practical

Ilchester children and staff are seeking a setting manager to support and guide them as they explore learning together.

Our children aspire to be curious individuals, both ready for school and to enjoy the wider world.

Our staff seek someone to guide their work and help them to make the most of every opportunity. As a school we always aim to make learning both relevant and exciting, developing in children skills for life and a passion for learning. If you share these values, enjoy working as a member of a team, have a professional attitude and are willing to work hard towards the school aims, we would be delighted to hear from you!

This is an exciting opportunity to be a part of the development of our setting as we enter a new phase. You will be well supported by our Early Years Leader and benefit from being a member of our expanding school staff.

Can you lead our team to make learning irresistible for our children?

Information about our school, the post and an application form can be downloaded from the school website: www.ilchestercommunityprimary.com (look under staff vacancies). Please apply using the application form and include the names, addresses and e-mail addresses of two referees.

Please apply in writing to: Miss Louise Williamson- Early Years’ Leader
Little Roots @ Stoke St Michael

PRE-SCHOOL LEADER REQUIRED

Grade 12, point 12-19, £21,589 - £24,799 pro rata

24 hours per week

Little Roots Pre-school is based at Stoke St Michael Primary School. We are looking for an excellent leader to take our pre-school into the next phase of development. The pre-school leader will ensure outstanding practice, manage the pre-school business and grow the setting to ensure sustainability. A good team player with a sense of humour is necessary. The role is for 24 hours a week, Monday –Thursday and includes 6 hours of administration time. A minimum NVQ3 or equivalent essential.

Visits to the pre-school are warmly welcome. You can find us at:
Stoke St Michael Pre-school, Moonshill Road, Stoke St Michael, Radstock, Somerset BA3 5LG

Little Roots @ Stoke St Michael is dedicated to safeguarding children. An Enhanced DBS and satisfactory references would be obtained prior to commencement of employment.

Application packs are available to download from the school website: 
www.stokestmichaelprimary.org.uk
Tel: 01749 840470
Closing Date: End of School – 19th June 2019
Interview date: 25th June 2019

St Paul’s Junior School, Paul Street, Shepton Mallet BA4 5LA
stpauls@educ.somerset.gov.uk @StPaulsJS www.stpaulsjuniorsomerset.org.uk
Tel: 01749 343250

HLTA / TEACHING ASSISTANT

From Grade 13 pt 3 to Grade 12 pt 12 depending on experience

We currently have 1 post available within our excellent team for an enthusiastic and committed Teaching Assistant to work with children in Key Stage 2.

27 hours per week. (working school hours)

Fixed Term depending on the named child remaining in the school. Starting September 2019

We are looking to appoint an enthusiastic and experienced HLTA. The focus of the role is to support the progress of learners with SEMH needs, who struggle to cope with a mainstream timetable, to make good academic progress and modify their behaviour enabling them to work within mainstream classes. The successful candidate will have a good understanding of the education system; particular experience of working with learners with behavioural difficulties is essential. This will encompass understanding of behaviour management strategies and the ability to deliver personalised learning programmes to learners. Experience of SEMH, especially within a school setting is essential.

Appropriate experience and qualifications are preferred. However, we will encourage and support individuals who have the potential to undertake this type of work.

The successful candidate will:

Have a good level of English, Maths and IT skills

- Be able to work as part of a dedicated, friendly and supportive team
- Experience working within a school that is committed to supporting all pupils.

The successful candidates will work under the direction of the class teacher, SENCO and external professionals to provide support that meets the needs of the children they are working with.
LEARNING SUPPORT ASSISTANTS (Positions can be combined for the right candidate)
We currently have 2 posts available within our excellent team for enthusiastic and committed Learning Support Assistants to work with children in Key Stage 2.

Post 1:
EXPERIENCED CLASSROOM TEACHING ASSISTANT – Grade 15 pt 3
14 and ¼ hours per week. (working morning hours)
Preferably has experience of working in schools
Permanent Contract following a period of probation. Starting September 2019
We are looking to appoint an enthusiastic and experienced HLTA. The focus of the role is to support the progress of learners with SEMH needs, who struggle to cope with a mainstream timetable, to make good academic progress and modify their behaviour enabling them to work within mainstream classes. The successful candidate will have a good understanding of the education system; particular experience of working with learners with behavioural difficulties is essential. This will encompass understanding of behaviour management strategies and the ability to deliver personalised learning programmes to learners. Experience of SEMH, especially within a school setting is essential.
Appropriate experience and qualifications are preferred. However, we will encourage and support individuals who have the potential to undertake this type of work.

Post 2:
SPORTS COACH ASSISTANT - Grade 15 pt 3
17.5 hours per week (12:30pm – 4pm which includes after school clubs)
Permanent Contract following a period of probation. Starting September 2019
We are looking to appoint an enthusiastic and committed person to work alongside our experienced Sports Coach. The focus of the role is to support the progress of learners in PE sessions, working alongside specific children as required to ensure that they get the best from their lessons.
Both candidates must have excellent communication skills, and demonstrate patience and empathy in order to deal appropriately with sensitive or difficult situations with parents/carers.
The successful candidates will:
Have a good level of English, Maths and IT skills
Be able to work as part of a dedicated, friendly and supportive team
Experience working within a school that is committed to supporting all pupils.
The successful candidates will work under the direction of the class teacher, SENCO and external professionals to provide support that meets the needs of the child being worked with.
Please contact Mrs. Tracey Roberts, Business Manager – 01749 343250
troberts@educ.somerset.gov.uk for further details on this post and application forms. Closing date: Thursday 27th June 2019 Interviews: Friday 5th July 2019
These posts require a criminal background check via the Disclosure Procedure.

East Coker Primary School, East Coker, Yeovil, Somerset BA22 9HY
Tel: 01935 862532 Website: www.eastcokerschool.co.uk Email: eastcoker@educ.somerset.gov.uk

SPORTS COACH
Required from September 2019
Salary Range: Grade 13 £19,171-£21,116 FTE, Temporary (subject to Government Sport funding agreed until August 2020)
37 hours per week Term time only: Mon-Thurs 9-5 Friday 9-4.30 (half hour lunch)
East Coker Primary School is a popular, large rural school with a very supportive and friendly school community. The Governors are looking to appoint an enthusiastic sports instructor to lead and/or support in the delivery of P.E. lessons, sports clubs (both lunch time and after school), swimming and attending and supervising pupils at sports fixtures. The role also includes some administrative duties.
The successful candidate will:
• Hold a sports coaching qualification (preferably level 2 or above)
• Be an enthusiastic, resilient and adaptable
• Enjoy working as part of a team
• Have great communication and organisational skills
• Previous experience of working in a school would be an advantage but not essential

To comply with our Safeguarding policy this post is subject to an Enhanced DBS check, two suitable references and health check.

Further details, a Job Description, Personal Specification and an application form are available to download from the school website. Visits to the school are welcome.

Closing date for applications: Thursday 4th July  
Interviews: Week commencing Thursday 11th July

Holway Park Primary School, Taunton

Part Time RECEPTIONIST/ADMIN ASSISTANT AND CLERK TO GOVERNORS
For September 2019

Term time hours of work: Monday, Wednesday, Thursday & Friday 10 am – 5.30 pm - 28 hours per week plus 30 hours evening work spread across the academic year.
Holway Park School are seeking to appoint an Admin Assistant/Receptionist and Clerk to Governors to join the existing office team. They will need to be motivated, organised, flexible and reliable as well as being an excellent team player with a great sense of humour. We are a very busy office and experience of minute taking and an established phone manner would be an advantage.

The evening hours are an essential part of the role and would be spread over 10-12 evenings throughout the year with a finish time between 7.30pm and 8.30pm.
The successful candidate will be someone who is able to support the Chair of Governors and the Headteacher, they will need a good range of IT skills and a sound knowledge of Microsoft packages including Excel, Word and Outlook. Experience in SIMS and previous minute taking experience would be an advantage. The post holder will have a minimum qualification of GCSE English and Maths at Grade C or above. The position will also be to assist with the day to day administrative duties involved in working in a busy school office.

Holway Park School is committed to safeguarding and promoting the welfare of children and young people. This appointment will be subject to enhanced DBS disclosure, medical clearance, proof of the right to work in the UK and satisfactory references.

www.holwaypark.somerset.sch.uk/vacancies

Applications will only be accepted on a SCC Application form- NO CVs
Return completed application forms to SJBrewer@educ.somerset.gov.uk
Closing date 24th June 2019

Cannington C of E Primary School, Brook Street, Cannington, Somerset TA5 2HP
Telephone 01278 652 368  Age Range 4-11   NOR 182
‘Where Learners Grow and Achieve’
Cannington C of E Primary is a popular and over-subscribed village school, one that is very much at the heart of our community. We are proud of our well-behaved, enthusiastic and caring children, of our supportive team of staff, governors and parents and are thrilled to have retained our good rating (Ofsted March 2018).

Post A
TEACHING ASSISTANT
Hours: 22 hours 15 mins per week
Salary Grade 15/14 Point 3/4: £9.36 - £9.55 per hour depending on experience.
We are looking for a qualified Teaching Assistant to support learning and pupil progress within our learning support team. The successful candidates will be creative, flexible and innovative in promoting high levels of achievement, enjoyment and welfare of children.

Post B
LUNCHTIME SUPERVISOR
Hours 12.15-1.15pm Monday – Friday (5 hours per week)
Salary Grade 16 Point 2: £9.18 per hour
The successful candidate will
• Supervise and support pupils in the dining hall and during lunch play
• Promote the safety and well being of pupils
Post A and Post B can be combined.

Post C
LUNCHTIME SUPERVISOR
Hours 11.45am – 1.35pm Monday – Friday (9 hours 10 mins per week)
Salary Grade 16 Point 2: £9.18 per hour
The successful candidate will
• Supervise and support pupils in the dining hall and during lunch play
• Promote the safety and well being of pupils

Visits to our school are warmly welcomed and encouraged.
For further information please contact Claire Nurse, our Head Teacher on 01278 652 368 or email SCH.081@educ.somerset.gov.uk marking it for the attention of Claire Nurse.
Closing Date for All Posts: Friday 5th July 2019  Interview Dates: Tuesday 16th July 2019
Our school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Enhanced Disclosure checks are required for all successful applicants.

Burnham-on-Sea Community Infant School, Winchester Road, Burnham-on-Sea TA8 1JD

2 X LEARNING SUPPORT ASSISTANT POSTS
Post 1 - for a Year 1 Child with Behaviour, Language and Communication difficulties
15 hours per week over 5 days (Mon-Fri 12pm-3pm) Term Time Only
Grade 15 Pt 3 – £9.36-£9.55 per hour (£18,065-£18,426 pro rata p/a)
Post 2 - for a Reception Child with Behaviour, Language, Communication and Learning difficulties
18.75 hours per week over 5 days (Mon-Fri 9am-1pm) Term Time Only
Grade 15 Pt 3 – £9.36-£9.55 per hour (£18,065-£18,426 pro rata p/a)
Please clearly indicate which post you are applying for on your application form.
Headteacher: Mrs Janet Sadiq
Tel: 01278 782342  Email: sch.074@educ.somerset.gov.uk  Web: www.burnhaminfants.com
Temporary contract from September 2019 until 31st August 2020 (dependent on the needs of the pupil and them remaining at the school)
Burnham Infant School is a large infant school catering for children aged 4-7.
We are looking to recruit an enthusiastic, energetic and caring Learning Support Assistant to support a child in Reception who has Language and Communication difficulties. This role will also require carrying out personal care for the pupil.
Requirements:
• Minimum NVQ level 2 or equivalent in supporting teaching and learning, early years, Childcare or other relevant area
• GCSE grade C+ in English & Maths or equivalent
• Some experience of working in an infant/primary school setting
Experience in supporting children with SEN
Ability to relate well to children and an awareness of their needs

Application forms and person specification are available on the school website.
Closing date for applications is midday on Monday 24th June 2019
Interviews will be held on Wednesday 3rd July 2019
This post requires a criminal background check via the disclosure procedure.
This school is committed to safeguarding and promoting the welfare of children and it is expected that all staff and volunteers share this commitment.

Croscombe and Stoke St Michael Primary Federation
Long Street, Croscombe, Wells, Somerset BA5 3QL
Tel: 01749 343114   Executive Head Teacher: Mr Stephen Heath
Email: croscombe@educ.somerset.gov.uk   Website: www.croscombeprimary.co.uk

TEACHING ASSISTANT
Hours: 5 mornings a week
Croscombe CE VA Primary School is a small, thriving village school. We are part of a federation with Stoke St Michael CP School. We are looking to appoint a talented, enthusiastic teaching assistant to join our dedicated and friendly team to support children with their learning. Adaptability and a sense of humour are essential. You would be working throughout the school. EYFS and/or ELSA training would be a bonus.
Croscombe and Stoke St Michael Primary Federation is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. DBS clearance will be required for this post.
Please apply by application form and covering letter. Application forms, available from the school website, should be sent to the school office by post or email. A job description and specification is available from the school website.
Closing Date: end of school 27.6.19   Interview date: 4.7.19

Martock Church of England VA Primary School, Elmleigh Road, Martock TA12 6EF
Tel: 01935 823486   office@martock.somerset.sch.uk   Website: www.martock.somerset.sch.uk

The Governing Body wish to appoint two part-time Teaching Assistants
Both posts are for 1 year only in the first instance starting on 1st September 2019
Both posts are to work 1:1 with two children in Key Stage 1
Grade 15 Point 3
Post A: Monday, Tuesday, Wednesday and Thursday afternoon (all 1.15-3.15pm)
Total 8 hours
Post B: Monday, Tuesday and Thursday afternoon (all 1.15-3.15pm)
Total 6 hours
Desirable skills/experience:
✓ Patience, flexibility, autonomy, and a positive approach to supporting children with additional needs
✓ Experience of working with children in a classroom
✓ The ability to work in a team, with good communication and interpersonal skills
✓ Good literacy and numeracy skills (GCSE or ‘O’ Level Grade C or above or equivalent)
✓ A willingness to train for the post and to participate in continuing professional development

For further information about the post please refer to the Job Description on the school website and the Person Specification. Visits to the school are warmly welcomed.
Please apply by application form (available from the school website or school office) with a covering letter addressed to the Headteacher.
Martock Church of England Primary School is committed to safeguarding the welfare of children and expects all staff and volunteers to share this commitment. An enhanced CRB check will be required.
Martock Church of England Primary School is committed to Equal Opportunities

St Andrew’s C of E VC Junior School Dunstan Road, Burnham-on-Sea, Somerset TA8 1ER
‘Shining Light on a World of Possibilities’ NOR: 330
Tel: 01278 783558 Email: Sch.075@educ.somerset.gov.uk www.standrewsjuniors.co.uk

LUNCHTIME SUPERVISOR WITH RESPONSIBILITY FOR FIRST AID
From 1st September 2019
Fixed Term: Until 31st August 2020

12.15 – 1.30pm each day*
Six ¼ hours per week (Term time only)
Salary Grade 16 – Point 2

The Governors and Headteacher are seeking to appoint a lunchtime supervisor to join our school from September 2019. This role is to provide first aid to children during lunchtimes, as well as supporting children as they eat lunch and play. St Andrew’s Junior CE VC School is a popular school, operating at the heart of the local community. It is a vibrant, welcoming and friendly school with happy and confident children who enjoy learning and achieving. Staff at St Andrew’s are dedicated, talented, inspirational, caring and consistently want the best for the children.

You should:
• Enjoy working with children and have a desire to provide outstanding care
• Have great team work skills, cooperating with & supporting others and being a positive influence on the team
• Have excellent communication skills with staff
• Have the ability to adapt to change

Ideally you should:
• Have knowledge of first aid and have a first aid certificate (or be willing to be trained)

For further information about our school, please visit: www.standrewsjuniors.co.uk. Please contact Ali Pook, Headteacher for further information on (01278) 783558 or email: sch.075@educ.somerset.gov.uk.
A job description and school prospectus are available on our school website.
Closing date is Friday 28th June 2019 at 9.00am

Please apply by using the SCC application form. Application forms are available from dasjobs.co.uk/job/lunchtime-supervisor-with-responsibility-for-first-aid.
Interview date: Tuesday 2nd July 2019
Please return your completed form to the school.
St Andrew’s is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this.

Taunton Deane Partnership College (TDPC) is one of four Pupil Referral Units commissioned by Somerset County Council and Somerset schools. We provide services through a number of centres for students who have a range of social, emotional and mental health (SEMH) needs. All students are referred through their mainstream schools in the Taunton Deane and West Somerset area. We wish to make the following appointment to work with our staff and students at Holway Centre, where staff work with students who are at risk of, or have been, permanent excluded. Some work may also be required at our other centres in Bishops Hull and Blagdon Hill.

HLTA (37 hours per week, term time only. Maternity cover to Easter 2020).
Start date: 1st September 2019
Salary: Grade 12 (£18,651 - £21,424)
We are looking for an HLTA who:

- Is an excellent practitioner who is reflective, recognises their own development needs and is keen to learn.
- Is resilient and dependable and committed to high quality teaching and learning.
- Has excellent interpersonal skills and works well in a small team.
- Is organised and hard working – willing and able to go the extra mile.
- Firmly believes that every child, irrespective of background and starting point, can be successful in learning.
- Is imaginative and can create opportunities to promote children’s social and emotional development.
- Is able to work collaboratively as part of the wider TDPC staff team.
- An interest in and ability to deliver outdoor education or vocational learning would be an advantage.

We welcome applications from TAs and HLTAs in mainstream schools, special schools and alternative provision. Prospective candidates are welcome to visit the centre by prior arrangement. TDPC is committed to safeguarding and promoting the welfare of children; successful candidates will be required to demonstrate a high awareness of these areas and undergo an enhanced DBS check.

Apply online at [http://dasjobs.co.uk/job/hlta-7/](http://dasjobs.co.uk/job/hlta-7/)
If you would like an informal discussion on the post once you have received a copy of the job description please contact TDPC on 01823 349338.
Please email your completed application form to office663tdpc@educ.somerset.gov.uk
Closing date: Friday 28th June 2019  Interviews: Week beginning 8th July 2019

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Fiveways School, Victoria Road, Yeovil BA21 5AZ
Tel: 01935 476227  Fax / Answerphone: 01935 411287
Caring, enthusiastic people needed to support pupils with Severe Learning Difficulties

SUPPLY TEACHING ASSISTANTS
Grade 15.3 £10.49 per hour (including holiday pay)
Core working hours 8.40am-3.30pm when required
Term time only: 39 working weeks per year
This post will involve being called to work at short notice
To start as soon as possible

PERMANENT CLEANER
12.5 hours per week
Monday to Friday: 3.45pm - 6.15pm
44 working weeks per annum
Grade 17: £9.00 per hour
Enthusiastic and dedicated cleaner needed to maintain a spotless and hygienic environment for our special needs pupils.

PERMANENT MIDDAY SUPERVISORS
Term time: 7½ hours (Monday to Friday)
12.30pm-2pm per day
Grade 16: £9.18 per hour
Caring, enthusiastic people needed to support pupils with Severe Learning difficulties.

An excellent opportunity exists for enthusiastic people to join this 'outstanding' (OFSTED) school. The post holders will join a team of staff currently working with pupils across the school. Qualifications, experience and a real commitment to special needs would be a significant advantage.
Our school is committed to ensuring a ‘Safer Recruitment’ process including a criminal background check.

Job Description and Application Forms are available from the school website: www.fivewaysschool.co.uk

Deadline for Receipt of Applications: 1st July 2019   Interviews to be held: 4th July 2019

Only successful applicants will be contacted

Pen Mill Infant & Nursery Academy

FINANCE & OPERATIONS MANAGER

Salary £28,765
37 hours per week, 43 weeks per year

An exciting opportunity has arisen for a Finance & Operations Manager to join our team from September 2019.

Are you able to strategically lead the financial aspects of our academy in a time of exciting educational change? Are you forward thinking, creative, receptive to change and a team player?

The successful candidate will:

• Contribute to strategic development
• Lead in finance, premises management, administration and personnel
• Manage health and safety, human resources and compliance
• Work directly with the head teacher to manage budgets and procurement
• Manage the operation of the business functions of the school
• Advise and implement day-to-day support to all the SLT to promote efficiency

The successful candidate must have:

• A School Business Manager specific qualification i.e. DSBM, CSBM. ADSBM or
• A recognised management/business related professional qualification.
• High level strategic, organisational, leadership and financial skills
• Experience of managing budgets, financial plans and financial reporting
• Strong attention to detail
• First class communication skills both orally and in writing
• A problem solving and can do attitude
• The ability to prioritise and lead our supportive and enthusiastic finance/business support team.

This is a fantastic opportunity for the right individual to take a central role in shaping the future development of our wonderful school.

We can offer you:

• A friendly, dedicated team
• A commitment to professional development and well being
• The chance to take a central, senior role shaping the future of an academy in an ever changing climate
• Supportive management and governance, with ambitious expectations
• A strong sense of teamwork and collaboration

Visits to our school are strongly recommended. To make an appointment or to receive further details please email the school office on penmill@educ.somerset.gov.uk or telephone 01935 474224
Interested candidates should apply in writing to Tracy Manning, Headteacher using an academy application form and with a covering letter (no more than 2 sides of A4 paper) giving details of your current experience and suitability for the role.

Closing date for applications noon on Wednesday 26th June 2019 Interview date: Monday 1st July 2019

Pen Mill Infant & Nursery Academy is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are expected to share this commitment and the successful applicant will be subject to an enhanced Disclosure and Barring service check.

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Minerva Primary School, Outer Circle, Taunton, Somerset TA1 2BU
Tel: 01823 337051 Email: recruitmentMinerva@redstartpartnership.co.uk

LEARNING MENTOR
Grade 13 (£9.93 - £10.97 per hour) 37 hrs per week term time only
Fixed term to 31 August 2020

An exciting opportunity has arisen to join our skilled team of learning mentors who provide support and guidance to help our children make positive choices. You will provide support both in and out of the classroom helping children to overcome barriers that hinder their learning.

Role Expectations
- To work closely with the Head of School and the Trust’s SEMH and Behaviour Lead
- To possess a passion for building and sustaining
- To act as a first point of call for pupils who are struggling with their emotions and exhibit undesirable behaviours
- To support targeted pupils during break and lunchtimes
- To support the aims, objectives and ethos of the school
- To provide 1:1 and small group activities targeting self-confidence and self-esteem
- To adopt SEMH strategies used across the school in relation to de-escalation and emotional coaching
- To run after school clubs and activities

Qualifications
- Good standard of education with at least ‘C’ in English

Experience
- Practical experience of working with vulnerable or challenging children
- Experience of coaching / mentoring desirable
- Working within a school context is desirable

Knowledge, skills and attitudes
- Calm and patient manner
- Adaptable and flexible
- Able to use initiative
- Able to handle personal matters in a confidential and professional manner
- Work positively with children in a non-judgmental way
- Able to work under pressure and be resilient
- Able to work as part of a team

Closing date: 28 June 2019 Interview date: W/C 1 July 2019
Start date: September 2019

For further information including job details and an application form, please visit either the school website on www.minervaprimaryschool.co.uk or the Trust website on http://www.theredstartpartnership.co.uk Visits to the school are warmly welcomed and can be arranged by contacting the school at the address above.
Completed application forms to be returned to: recruitmentMinerva@redstartpartnership.co.uk Please note: Applications by CV or incomplete forms will not be considered.
High levels of commitment

St James Church School, Cranmer Road, Taunton, Somerset TA1 1XU
01823 272553 office@stjamesbwmat.org

HIGHER LEVEL TEACHING ASSISTANT (HLTA)
Fixed term contract for one year in the first instance
Pay Grade: Band 13 (£19,171 to £21,166)
Hours: 37 per week. Working times 8.15am to 4.30pm
Actual pay £15,857 to £17,507
Location: St James Church School, Taunton

An exciting opportunity has opened up for an HLTA at St James Church School on a one-year fixed term contract in the first instance, predominantly working in upper Key Stage 2, and covering classes as required. This is a school full of children that enjoy learning. We are looking for a candidate with a passion and love for education, is resilient, and who will offer children a high quality and professional education.

In return we are able to offer the successful candidate:

- A friendly and pleasant working environment.
- Private parking for staff
- Working as part of a welcoming, friendly, and dedicated staff team
- Supportive Leadership Team and Local Governing Board

We have a strong communal ethos, assisting each other to ensure that all stakeholders enjoy their time in the school. We understand the difficulties that come with teaching, and strive to alleviate them. We look for someone who is willing to work with us and add to our improving school.

This vacancy is perfect for a candidate looking for a school that is nurturing and friendly. If you are that candidate, we warmly welcome you to visit the school. Please contact the School Office on 01823 272553 to arrange a visit.

An application form and Information Pack can be downloaded from the school website www.stjamessch.co.uk or the BWMAT website www.bathwellsmat.org

As part of the wider BWMAT you will benefit from the support of a professional and experienced central team and also a network of colleagues in similar role across other schools. The BWMAT offers excellent CPD and staff benefits for its employees. Please visit the ‘working for us’ tab on the BWMAT website for more details.

Closing date for applications: Thursday 4th July 2019

Application forms should be sent to the school office by post or email to the School Business Manager Gavin Duenas – gavin.duenas@stjames.bwmat.org

The school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. All posts are subject to satisfactory references and an enhanced DBS check.

Interview date: Tuesday 16th July 2019

EARLY YEARS PRACTITIONER
Permanent, term time only
37 hours per week or part-time hours available
Pay Grade £17,711 to £18,426 (pro rata)
St James Church School Nursery is looking to recruit a dedicated, creative and innovative Early Years Practitioner to join our friendly team working in our highly successful Nursery. Applications are welcomed from qualified practitioners with a minimum Level 2 Early Years qualification or above. This position could be fulfilled by one full-time practitioner or could be a job-share position. The ideal candidate will be committed to ensuring the safety, welfare and development of young children. 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 the job description and application form from www.stjamessch.co.uk

Application forms should be sent to the Nursery Manager: alice.tolen@stjames.bwmat.org
Informal enquiries and visits to the setting are most welcome and can be arranged via the email address above, or by telephoning the Nursery office direct on 01823 282645.

Application forms should be sent to the school office by post or by emailing alice.tolen@stjames.bwmat.org

Closing date: Monday 1st July 2019 at 5pm   Interview date: Friday 12th July 2019
This post will commence: Monday 2nd September 2019, subject to notice period.

Holy Trinity CofE Primary School, South Street, Taunton, Somerset TA1 3AF
Tel: 01823 284 128   Email: recruitmentHolytrinity@redstartpartnership.co.uk
Website: www.trinityprimary.co.uk

SCHOOL RECEPTIONIST/ADMINISTRATIVE ASSISTANT
37hrs per week, term time only
Grade 15 – £9.36 - £9.55 per hour

We are seeking a confident candidate with excellent customer care skills to join our busy office. Holy Trinity is a large primary school with a busy reception area. The successful candidate will need to step up to the needs of parents, pupils, staff and visitors to ensure they are dealt with in a professional and efficient manner whilst having the ability to prioritise their needs. This role will incorporate the need for strong administrative skills and a willingness to learn new skills. Strong IT skills are essential, in particular the use of Google Drive and its associated applications, Word and Excel.

The successful candidate will need to be available to work during the hours of 8:30am to 4:30pm. You will be a positive team member with a flexible attitude who is able to work effectively in a busy environment whilst supporting our inclusive Christian ethos.

Closing Date: Midnight on Monday 1st July 2019   Interview Date: Friday 12th July 2019

For further information including job details and an application form, please visit either the school website on www.trinityprimary.co.uk or the Trust website on http://www.theredstartlearningpartnership.co.uk. Visits to the school are warmly welcomed and can be arranged by contacting the school at the address above.
Completed application forms to be returned to: recruitmentHolyTrinity@redstartpartnership.co.uk
Please note: Applications by CV or incomplete forms will not be considered.
TRLP is committed to safeguarding and promoting the welfare of the children and expects all staff to share this commitment. The successful candidate will be required to undertake a Disclosure & Barring Service check.
PARENT & FAMILY SUPPORT ADVISOR
Required from September 2019
For Preston C of E Primary School and Kingfisher Primary School
10 hours per week – 1 year fixed term in the first instance
Grade 12 Pt 12 - 19 (depending on experience)
Salary is paid on a pro-rata basis term time only

Preston Primary Academy Trust is looking for a Parent & Family Support Advisor who has a high degree of resourcefulness and emotional intelligence to work in this complex, demanding but rewarding role. The successful candidate will work directly with parents/carers in a non-judgemental way empowering them and their families to ensure their children achieve at school and get the most out of the educational opportunities available. The candidate will need to work proactively with a range of stakeholders to support families and build effective relationships. This will include home visits, developing support groups, contributing to school based activities and linking with extended services.

Experience is required within education, health, social/child care or the voluntary sector, together with knowledge around the social and emotional factors that affect children’s capacity to learn.
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: Monday 1st July 2019 at 9.00 am Interviews: week commencing 8th July 2019

1:1 SEN LSA
Required from September 2019
For Preston C of E Primary School
27 hours 55 mins per week (Monday – Friday 8.45am – 3.20pm)
Grade 15 (depending on experience)
Salary is paid on a pro-rata basis – term time only
Post is subject to funding and the pupil remaining in the school.

1:1 SEN LSA
Required from September 2019
For North Cadbury Primary School
15 hours per week
Grade 15 (depending on experience)
Salary is paid on a pro-rata basis term time only
Post is subject to funding and the pupil remaining in the school.

We are looking to appoint 2 committed and enthusiastic One to One Learning Support Assistants.

• have the resilience and desire to support a child with complex needs
• have a flexible approach and ability to work as part of a team
• be motivated, passionate and reflective about their work
• have the ability to think on their feet and use their initiative
• ideally have experience of working with children with complex needs.
LEARNING SUPPORT ASSISTANT
Required from September 2019
For Preston C of E Primary School
5 mornings and 3 afternoons per week – 1 year fixed term in the first instance
Grade 15 (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.

PPAT is committed to safeguarding and promoting the welfare of the children and expects all staff to share this commitment. The successful applicant will require an Enhanced Disclosure & Barring Service check, medical clearance and references.
Visits to Preston C of E Primary School are welcome; please telephone to make an appointment on 01935 474538.
Please apply in writing by completing the application form available from the trust website www.prestonprimaryacademytrust.co.uk
Closing date: Monday 1st July 2019 at 9.00 am Interviews: week commencing 8th July 2019

Manor Court Primary School, Duck Lane, Chard TA20 3DS
(Part of the Preston Primary Academy Trust)
Tel: 01460 62350 Email: SCH.091@somerset.educ.gov.uk

PRE-SCHOOL PRACTITIONER (KEYPERSON)
An opportunity has arisen within our Trust for a Pre-School Practitioner (Keyperson) to join our delightful Pre-School.
Required from 2nd September 2019
35 hours per week per role
Salary Grade 15.3 – 15.4 (Depending on experience) Salary is paid on a pro-rata basis – term time only
Job Summary
The successful applicant will be working with a key group of children to encourage and support all aspects of the children's development with regards to the Early Years Foundation Stage (EYFS) and to observe children, record plan and assess learning that has taken place in the child’s individual learning journey.
Manor Court EYC is open five days per week Monday to Friday from 8.00am to 3.30pm.
Qualifications and Skills
You will need to have a childcare qualification at Level 3 (or equivalent) and experience in childcare. Safeguarding qualifications and food hygiene level 2 are desired but not essential.
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
Closing date: 28/06/2019 Interviews: Week commencing 1/7/2019
TEACHING ASSISTANT
Full time, fixed term position, Grade 15/16 (Term time only).
Commencing: 3rd September 2019

We are looking for an enthusiastic Teaching Assistant to contribute to raising standards of pupils’ achievement; to join our hard working dedicated team and to have an interest or experience in Early Years, in particular Reception Class.

The successful candidate will:

- Have previous experience of working with children and children in EYFS.
- Have an enthusiastic and positive outlook to team working and developing successful outcomes for all children.
- Be aware of phonics and be willing to teach a small group.
- Have experience of working one-to-one or with small groups of pupils who need additional help and support.
- Support assessment for learning and assist others to help children achieve their full potential.
- Promote children’s positive behaviour, equality, diversity and inclusion.
- Have good behaviour management skills and maintain a high level of professionalism, resilience and be self-motivated.
- Have a good level of English, Maths and Computing Skills.
- Hold a minimum NVQ Level 3 qualification or equivalent or be working towards NVQ Level 3.
- Engage in continuous professional development.

Further details along with an application pack can be downloaded from the school website or by contacting the School Office 01460 220565 or at tatworth@educ.somerset.gov.uk. Please note CVs will not be accepted without an application form. Visits to the school are very much welcomed.

Tatworth Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All post holders are subject to a satisfactory enhanced Disclosure and Barring Disclosure (DBS). The school has a commitment to safeguarding children, and has a culture of vigilance to support this.

Closing date: 3.00 pm, Monday 1st July 2019 Interview date: Tuesday 9th July 2019
Starting date: Tuesday 3rd September 2019

The West Somerset Academies Trust is seeking to appoint a PAYROLL & ADMIN ASSISTANT (Fixed term for a period of 2 years)
Based at Minehead Middle School but with a requirement to work across all Trust Schools
32 hours per week (Monday – Thursday) term time only + 5 INSET Days and 1-week holiday working
Salary: Commensurate with knowledge and experience

The West Somerset Academies Trust is a rapidly growing group of like-minded schools that share common value and put children at the centre of their thinking. Our family of academies works together to promote high academic standards and the development of good character.
We have a fantastic opportunity for a permanent Payroll & Admin assistant to join the team at Minehead Middle School who will provide an effective and efficient payroll service to the central HR team. This is a challenging role but an immensely satisfying one for the right candidate.

To be successful in this role you must have relevant and up to date knowledge of payroll systems and functions and have full understanding of the relevant and statutory HMRC, Pensions etc requirements. GCSE Maths and English qualifications (or equivalent) are essential. Payroll qualifications desirable.

Key responsibilities:
- To prepare the payroll for the 6 schools and 4 nurseries within the Academy trust
- To ensure all statutory payments are made to HMRC, Pensions Departments and other third parties
- To ensure that new starters/leavers/changes are communicated and the payroll system updated accordingly
- Other tasks and responsibilities as requested depending on business need to include general school administration duties as and when required

For further information and an application form, please go to www.wsat.org.uk and look in the WSAT vacancies section where you will find further information relating to this post.

Closing Date for applications: Midday, Friday 5th July at 12 noon

All application forms should be fully completed. Incomplete application forms will not be considered. We will not accept CVs. Once completed, please e-mail your application back to: wsathrteam@educ.somersert.gov.uk or post to Mrs Judy Shore, c/o The West Somerset Academies Trust, Ponsford Road, Minehead TA24 5RH

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share our commitment. A criminal disclosure check will be requested for any applicant who is offered a position.

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**Huish Episcopi Academy (11-18) Wincanton Road, Langport, Somerset TA10 9SS**

Do you want to work in a dynamic, forward thinking and supportive environment?

Look no further than Huish Episcopi Academy.

We believe that Huish Episcopi Academy is a very special and rewarding place to work, where staff have a shared vision of delivering the best outcomes for all students in our community. Huish Episcopi Academy is a very successful, oversubscribed 11-18 school serving a large rural area of Somerset. The Academy prides itself on high academic achievement for all students, excellent standards of respect and behaviour in addition to outstanding teaching facilities and resources. Staff benefit from an extensive CPD programme, including access to the Huish Academy Leaders Programme and the Somerset Aspiring Heads Programme; reduced membership rates at our community leisure centre; membership and regular involvement with PiXL events; and the support of a dynamic and hard-working leadership team.

We have the following vacancies available from 1 September 2019:

**STUDENT HEALTH & WELFARE OFFICER**
37 hrs p.w. Term time only plus one week. Permanent.
Salary range £25,295-£28,785 pro rata. (Grade 11 pts 20-25)

**INCLUSION BASE MANAGER**
37 hrs p.w. Term time only plus one week. Permanent.
Salary range £25,295-£28,785 pro rata. (Grade 11 pts 20-25)

**LEARNING SUPPORT ASSISTANTS**
30.5 hrs p.w. Term time only. Permanent. Required a.s.a.p.
Salary range £18,795 to £19,171 pro rata. (Grade 14 pts 5/6)
MINIBUS DRIVER (afternoons)
12.5 hrs p.w. Term time only. Permanent. Required a.s.a.p.
Salary range £18,795 to £19,171 pro rata. (Grade 14 pt 5 £9.74 ph)

Application packs are available from our website at www.huishepiscopi.net or from Miss Leach at the school.
Closing date for applications – noon on Wednesday 3 July 2019 with interviews being held w.c. 8 July 2019.
Telephone 01458 250501 Fax 01458 250262 Email: huishrecruitment@educ.somerset.gov.uk
Huish Episcopi Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts require a criminal background check to be completed.

West Somerset College is an all-inclusive College catering for 13 to 18 year olds, situated on the edge of Exmoor National Park.

SAFEGUARDING OFFICER
Job Ref: WSCSO
37 hours per week, 39 weeks per year (Term time plus INSET days)
Actual starting salary: £19,101 per annum
Anticipated start: September 2019
At West Somerset College we aim to provide a rich and varied education for all of our students. We believe that ensuring students realise their full potential depends upon a continuous drive for excellence by our staff.
The successful applicant will facilitate the development of safeguarding and child protection policies, training and procedures: work with young people and their families to champion the early help intervention; ensure there are systems, structures, resources and personnel in place to promote the welfare and protection of our children and young people: respond appropriately to disclosures or concerns and raise awareness of safeguarding and child protection within West Somerset College. This role will include preparing paperwork for core groups, conferences, referrals, strategy meetings and court. You will undertake casework and reports relating to this.
A person with excellent ICT skills, the ability to write clear and detailed reports, communicate effectively, work within a team and maintain confidentiality at all times is a crucial part of this role.
If you want to make a real difference to children’s experiences, are dynamic and proactive, are willing to share ideas and can work as part of a dedicated team, we’d like to hear from you.
Further details and an application pack can be found in ‘Vacancies’ in the ‘Information’ section at: www.westsomersetcollege.org
Closing Date for applications: Midday, Friday 5th July 2019

TEACHING ASSISTANT
Job Ref: WSCLSA
27.5 hours per week, 39 weeks per year (Term time plus INSET days)
Actual starting salary: £10,857 per annum
Fixed term until 31st August 2020, pending funding
At West Somerset College we aim to provide a rich and varied education for all of our students. We believe that ensuring students realise their full potential depends upon a continuous drive for excellence by our staff.
We are looking for an individual who is able to work as a part of a friendly and effective team to support our students.
You will need to be educated to GCSE standard or equivalent in literacy and numeracy, with experience of dealing with young people. Experience of supporting students within an educational setting would be an advantage.

Further details and an application pack can be found in ‘Vacancies’ in the ‘Information’ section at: [www.westsomersetcollege.org](http://www.westsomersetcollege.org)

Closing date for applications: Midday, Friday 5th July 2019
Anticipated interview date: Friday 12th July 2019

West Somerset College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share its commitment. Our mission is that all children achieve. A criminal disclosure check will be requested for any applicant who is offered a position.

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**SCIENCE TECHNICIAN**
Sherborne Area Schools’ Trust based at King Arthur’s School Wincanton, Somerset
Start Date: 1 September 2019
Closing Date: 9.00 am on Monday 1st July 2019
Interviews: Thursday 4th July 2019
Salary: Grade 5 - £18,426 - £19,171 FTE
Contract: Permanent Term-Time only plus INSET

We are looking to appoint an able and enthusiastic science technician to join our Science team. You will support science teaching across Key stages 3 and 4 and possess good organisational skills to deliver quality support. The successful candidate will also have an opportunity to work collaboratively with science technician colleagues in our other Trust secondary school.

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 joined 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, and 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 a real passion for Science
- be able to build relationships quickly, with humility and empathy
- show respect to others – students, parents and colleagues – in order to get the best out of them
- be positive, optimistic, caring, kind and approachable
• be willing to be immersed in the life of a busy and aspiring school
• be able to work on their own initiative or as part of a team
• use resources, intellect, creativity and innovation to be successful

Our values and ethos focuses 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 well by the department Head and the senior leadership team, strong governance and a committed staff.

We will also offer an excellent package:
• a competitive salary
• work collaboratively with Trust colleagues, sharing best practice and knowledge
• 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. Our 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 Monday 1st July 2019
Proposed Date for interviews: Thursday 4th July 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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Kingsmead School is committed to the safeguarding and welfare of children and young people and expects all who work at Kingsmead to share this commitment.

This post requires clearance through the Disclosure and Barring Service (DBS)

SPECIAL EDUCATIONAL NEEDS (SEN) TEACHING ASSISTANTS

Grade 14, Points 4-6, £18,426 - £19,171 pro rata

Actual salary £13,215 – £13,749

New support staff salary scale

31.75 hours per week over five days

Term time + 2 days INSET

We wish to appoint caring, capable and enthusiastic individuals to join our team to support students with a variety of complex needs.

This is an excellent opportunity to work within a school that is committed to looking after the well-being of all students and staff.

Further details and an application pack are available from our website under: “Joining Us” – “Staff Vacancies”.

For further information please contact Jo.Roberts@kingsmead-school.com

Closing Date for Applications: Monday 1 July 2019 at 12 noon

Interviews: Thursday 4 July 2019
TEACHING ASSISTANT
32 hours per week, term time only
Grade 14, £13,527 - £14,074 (actual salary)
We wish to appoint, from September 2019, an experienced and enthusiastic individual to work as a Teaching Assistant within our Student Support Base. You will have experience of working with young people preferably in an education setting. You will be calm with the ability to be firm and patient. You will have excellent written, numeracy and oral communication skills. Training and support will be provided.
Closing date: 12:00pm on Thursday 4 July 2019 Interview date: Thursday 11 July 2019

CLEANER
22.5 hours per week term time
plus 10 shifts of 4.5 hours during the school holidays
Salary: Grade 17, £9.00 per hour
We are looking for an enthusiastic and dedicated day time Cleaner to provide a spotless and hygienic environment for our students and staff. You must be friendly with a positive “can-do” attitude. The hours, during term time, are to be worked from 9:30am to 2:30pm to include a break, from Monday to Friday. In addition you will work 10 shifts of 4.5 hours each during the school holidays.
Closing date: 12:00pm, Thursday 27 June 2019 Interview date: week commencing 1 July 2019

To request an application pack, please contact Lisa Jeffreys, Headteacher’s PA on 01935 446851 or download the application pack from our website www.westfieldacademy.co.uk

The Castle School, Wellington Road, Taunton, Somerset TA1 5AU
Tel: 01823 274073 www.castleschool.co.uk

CLEANING SUPERVISOR
The Castle Partnership Trust are seeking to appoint a pro-active, reliable and conscientious individual to the position of Cleaning Supervisor at The Castle School. The successful candidate will have high standards and be able to work as part of the premises team, maintaining the buildings and facilities in the best possible state of cleanliness and condition, a key part of this role will be to help supervise our team of cleaners.
The salary scale is Grade 15 on the School Support Staff Pay Scale (£18,065 to £18,426 per annum). This position is envisaged to be 37 hours per week, all year round giving a starting salary of £1,505 per month, however part time hours would be considered for the right candidate. Any part time hours would need to cover 3:30pm – 9pm during term time as a minimum and 9am – 2pm during holidays. The school requires some flexibility to cover exam periods and other school events. In return, we can offer a certain amount of flexibility particularly during school holidays. If you would like to discuss how your personal circumstances would fit in with the school’s requirements please contact Brendan Slade (Premises Manager) on 01823 274073 for an informal discussion.
A full job description and application pack is available on the school website www.castleschool.co.uk

The closing date for applications is 9am on Monday 1st July 2019.
This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to a satisfactory Disclosure & Barring Service (DBS) Enhanced Disclosure Certificate.
The Mendip School, Edmund Rack Road, Prestleigh, Shepton Mallet BA4 4FZ  
01749 838040 www.themendipschool.co.uk  email: office@themendipschool.com

CARETAKER
Grade 4 £19,554 - £19,945
37 hours per week All Year Round
Permanent
Starting September 2019
We are seeking to appoint a friendly, approachable and reliable person to work at The Mendip School, Edmund Rack Road, Prestleigh, Shepton Mallet BA4 4FZ a school for children aged 4-19 with Autism and Speech Language and Communication Needs and the other Schools within The Bath and Mendip Partnership Trust.

Applicants must hold a full clean driving licence.

The post is full time, 37 hours a week, Monday – Friday all year round. Please find below the proposed work pattern for this post (this could be subject to change):
3 days a week based at The Mendip School
2 days a week working for Schools within The Bath and Mendip Partnership Trust
Monday and Tuesday 7.30am-3pm (7.5 hours per day)
Wednesday and Thursday 10.30am-6pm (7.5 hours per day)
Friday 10.30am-5.30pm (7 hours per day)

We are a hard-working and enthusiastic team who enjoy the challenges and opportunities of working within a school environment. If you are interested in joining our team then please access further details and an application form from the vacancies page of the website.

The Bath and Mendip Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check, evidence of essential qualifications being seen prior to interview and satisfactory references.

Please email all application forms to applications@thebathandmendippartnershiptrust.com. Please note, we are unable to accept CVs. A full application pack can be found at www.thepartnershiptrust.com/vacancies

Closing Date: 28/06/2019 @ 12 noon  Interview Date: 05/07/2019

PART OF THE BATH AND MENDIP PARTNERSHIP TRUST

Inaura School is looking to appoint an experienced and effective SPECIALIST LITERACY TUTOR.
37 hours per week
Salary: £25,000
(Teaching and Learning)
Required from 1st September 2019

An opportunity has arisen to join our unique and nurturing independent SEMH school. We are seeking a confident and effective individual with specialist literacy teaching experience to join our team.

The successful candidate will be appointed to the role Specialist Literacy Tutor. Areas of responsibility will include: teaching students on a 2:1, 1:1, or small group basis and ensuring that planning, preparation, recording, assessment and reporting meet their varying learning and social needs; delivering an appropriately broad, balanced, relevant and differentiated curriculum for SEND students; contributing to raising standards of student attainment in literacy. You will be joining a dedicated and committed team of staff. A supportive induction programme and ongoing professional development will be provided.
Inaura School is an independent special school for pupils who have complex emotional, social and mental health needs, learning needs and developmental disabilities. The school is located in the county of Somerset and includes four learning bases that service the southwest region including: Bath and North East Somerset, Bristol, Devon, North Somerset, Somerset and Wiltshire. Our Key Stage 2 learning base as well as our Forest School are located in Godney, Wells while our two Key Stage 3, 4 and 5 learning bases are located in Burrowbridge and East Huntspill. The successful candidate will be required to travel between education bases where required. There is also a requirement to travel further afield for meetings within the student’s local area. We offer day placements for students with Education Health and Care Plans who are placed with us through their local authority.

We work with students who have encountered behavioural challenges in mainstream, pupil referral units and other special school settings. Many of our students have experienced failure in multiple educational settings and therefore our approach encompasses a relational and non-coercive philosophy for teaching and learning. This philosophy focuses on building trust and systematically removing the barriers that pupils have previously encountered in their learning journeys. The aim of the school is to re-engage our pupils in education, facilitate experiences of success, raise self-esteem, raise self-awareness and enable the young people in our care to realise independence in their own life through stimulating projects, differentiated instruction, therapeutic opportunities and compassion.

Closing date: 24th June 2019 (Noon)
To request an application pack, please email: recruitment@inaura.net
Or telephone: 01823 690211

Inaura’s highest priority is to keep our students safe. We aim for all of our students to be healthy and happy while inspiring them to overcome personal obstacles that prevent them from learning. We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All appointments are subject to references and a full Disclosure and Barring Service check.

In+aura - Our name means ‘radiance piercing the darkness within’. We seek to recruit dedicated and talented staff, highly committed to making a difference.

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**Permanent Opportunity**

Somerset Waste Partnership (SWP) was established in 2007 to manage waste services on behalf of all Council’s in Somerset. SWP manages waste collection, recycling and disposal services for over 250,000 Somerset homes, aiming to increase recycling levels from 52% towards 70% per cent and more, continue to recycle nearly everything in the UK, and improve its already ‘high-flying’ carbon performance. SWP is nationally recognised for our history of innovation and its excellent environmental performance.

We are looking for a passionate and energetic individual to continue this history of innovation and help us deliver our huge ambitions, at what is a very exciting time to work in a role making a real difference to our environment. The following new post within the organisation is offered on a permanent basis:

**RECYCLE MORE SPECIALIST OFFICER**

Ref No: SWPH032

Salary: Between £29,636 and £33,799 per annum (Appointments are normally made at the bottom of the salary scale)

Closing Date: 30 June 2019 Interview Date: 12 July 2019

A key position has arisen within Somerset Waste Partnership, ensuring we have the technical capacity to support the mobilisation of a new contractor and the effective planning of Recycle More. SWP are hugely ambitious for the future, and we are looking for someone who wants the opportunity to develop
and drive this project forward, so that SWP remains at the cutting edge nationally and to make a huge difference to residents and the environment in Somerset.

**Please email** [helen.oaten@somersetwaste.gov.uk](mailto:helen.oaten@somersetwaste.gov.uk) **for application details.**

**Please quote the above reference number.**

For further information or an informal discussion, please call Mickey Green, Managing Director on (01823) 625707. Please see our latest Business Plan ([https://bit.ly/2T1NFiy](https://bit.ly/2T1NFiy)) for more information about SWP.