



*St. Ignatius College is a Jesuit school in identity and mission,
for boys 11-18 and girls 16-18*

Careers Advisor and Academic Mentor
Required as soon as possible

Salary Scale 6 (points 18-22) Salary range £24,683 - £26,509
36 hours per week - 40 weeks per year – (Term time plus one week)

This is an excellent opportunity to join a friendly, dynamic Ofsted rated 'good' school where all can thrive and staff are highly valued. We wish to appoint a Careers Adviser to provide high quality, personalised, careers education, information, advice and guidance, to our students, supporting our students to make realistic yet aspirational decisions about their next steps after their studies here at the College. In addition, you will be responsible for supporting our Sixth Form Students with their studies, working alongside our committed Sixth Form team to ensure our students develop the habits and routines necessary for them to succeed in their studies and achieve their ambitions.

St Ignatius College is:

- A well-respected, oversubscribed Jesuit Community committed to the academic, spiritual and personal development of each individual: the formation of the whole person
- A warm friendly community where all are respected and valued
- A school where staff are developed "through a strong programme of ongoing individualised support" and where leaders are "without compromise in their continuing programme of improvement"
- A school where students are courteous, respectful and keen to succeed

The successful candidate will:

- Be highly organised and have the ability to effectively time manage and prioritise multiple tasks
- Have an excellent understanding of what makes outstanding careers provision
- Have a Level 6 Diploma in Careers Guidance or equivalent qualification, or the commitment and willingness to achieve this
- Understand and ensure we fulfil the Gatsby benchmarks
- Support students to make informed and appropriate choices about their futures
- Understand how to support Sixth Form students to succeed in their studies
- Be available for results days in August and other key evening events such as Options evenings

What we offer:

- An experienced and dedicated staff who share their excellent practice with each other
- A collaborative, outward looking and over-subscribed school
- Excellent modern facilities in a well-resourced school, with access to free parking and swimming pool
- Further training as necessary

We value diversity and welcome and encourage applications from people from all backgrounds. We are also committed to our staff and want to develop them to the full in a supportive environment. St. Ignatius College is committed to safeguarding and promoting the welfare of children and young people. Anyone applying to work in our school is expected to share this commitment.

The deadline for applications is 09:00 on 31 January 2022. Interviews will take place over the course of 2 and 3 February 2022.

We reserve the right to interview and appoint prior to the closing date

Please complete **our application form**, indicating which role you are applying for, to be found at <http://www.st-ignatius.enfield.sch.uk/291/staff-vacancies> and email to recruitment@st-ignatius.enfield.sch.uk