**Careers Support Officer**

**Salary: SET Grade 5 SCP 24 – 28, £23,893- £25,119 FTE, Actual salary £21,360.21 - £22,456.25**

**Contract type: Permanent**

**Weeks: Full time, 37 hours per week, 8.00am – 4.00pm, 38 weeks Term Time Only, plus 2 weeks (40 weeks per year total)**

**Start date: ASAP**

We are looking for an enthusiastic Careers Advisor to join our team. The successful candidate would work alongside our Assistant Principal raising achievement to design and deliver an exceptional five-year careers programme. Personal development of learners here at Unsworth is excellent and our careers offer is central to this.

You will also work closely with our Operations Manager and wider Operations team, contributing to providing a successful and efficient support service to our teaching staff and leadership team. The role will focus mainly on careers provision, with some cross over to our wonderful Operations team.

Unsworth Academy is a thriving, oversubscribed, co-educational and non- selective Bury high school. The school is on an incredibly exciting journey of school improvement and when last inspected in November 2019 was judged to be Good in all areas.

We are three years into our three year “Good to Outstanding” journey. One highlight of the journey has been digitalisation. All our students and staff have a school iPad that they utilise in and out of lessons. The Academy Principal, Senior Leadership Team, Academy Councillors and staff are unreservedly committed to securing outstanding in all areas of school life and the best possible outcomes and life chances for all our learners. We are seeking someone with drive, resilience, good humour and determination; a creative thinker and a lifelong learner. If this ambition appeals to you, we would be delighted to receive your application.

**All candidates are required to provide a supporting statement on the formal application forms which states clearly your reasons for applying, skills and experience for this position.**

**Shaw Education Trust** are a thriving mix of diverse and growing schools including Primary, Secondary and Special Schools all working together to improve the lives of young people in our communities. We are sponsored by Shaw Trust a charity organisation that focuses on transforming lives. Our schools span from Birmingham to Bury, meaning that we can support students from all walks of life, no matter their background or socioeconomic status. In doing this, we can help ensure all children are able to access a high standard of education, with all being treated equally.

In our secondary schools, we pride ourselves on our innovative approach to curriculum design, to ensure all our schools have breadth and ambition for all pupils, regardless of their starting points and barriers. Standard curriculum models don’t always engage all pupils, so we constantly seek to innovate and provide better opportunities to develop both knowledge and skills for life. We want our pupils to believe their curriculum is bold, exciting, purposeful, and ultimately leads to something meaningful for them. Some examples of our innovation include moving towards an extended school day, to provide a world class enrichment programme and more opportunities for essential skills like reading and cultural capital. We are also introducing a vocational and technical pathways, which run through the normal school curriculum but attract support from leading employers and universities to develops work-readiness in our pupils, so that they can progress onto T Levels and apprenticeships.

We are currently at an exciting point in their evolution, with collaboration at the heart of our collective endeavour. We don’t operate in silos: we value the power of the pack and strive to collaborate as a collective, ensuring no school or colleague is left behind. We are currently co-constructing an aligned curriculum across all EBacc curriculum

subjects, to create a world class curriculum, rich in powerful knowledge and skills. This is driving up standards through the sharing of the very best practice, whilst allowing each school sufficient flexibility for autonomy to do what is right for their local context. A by-product of this approach has been the reduction in planning workload for colleagues, meaning they can spend more time on the things that matter and fostering strong relationships with pupils and delivery of the curriculum.

Our secondary schools are currently driving ‘PedTech’ across the sector: we believe teaching and technology should go hand-in-glove and are passionately committed towards providing a fully digitally enhanced curriculum. We are very close to achieving full 1:1 device delivery and are sprinting towards better use of iPads in lessons to enhance the experience and learning.

**Please visit The Unsworth Academy career site for more information:** [Unsworth Academy Career Site (schoolrecruiter.com)](https://unsworthacademy.schoolrecruiter.com/)



**Or click the QR Code to see all vacancies with The Unsworth Academy.**

**Shaw Education Trust offer the following benefits with your Teaching or Support Staff employment:**

* An excellent Local Government Pension Scheme (Support Staff) / Teachers Pension (Teaching Staff)
* **Support Staff only** based on working **full time, all year** - Generous holiday entitlement from your first day of employment (**37 days holiday** **rising to 39 days** after 5 years’ service including Bank Holidays)
* Access to health and wellbeing support via Occupational Health
* Cycle to work scheme
* Access to our Institute of Education and fantastic opportunities to help you **grow, contribute** and **flourish** in your role and in the Trust.

We know **our people** are the key to our success and so we’re committed to ensuring the **employment experience** at **Shaw Education Trust** is a **rewarding** one.

We strive to support our employees with **work-​life balance benefits** and offer the opportunity to take sabbatical leave after a certain length of service – They are agreed for a variety of reasons including rewarding long service, travel, research or acquiring new skills, voluntary work, alleviating stress and burn out or to take care and rejuvenate yourself.

Unsworth Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment, click here to review Safeguarding and Pupil Protection Policy <https://www.shaw-education.org.uk/our-trust/key-information>

This position is subject to appropriate vetting procedures including an online checks and criminal record check from the Disclosure and Barring Service (formerly CRB) which will require you to disclose details of all unspent and unfiltered spent reprimands, formal warnings, cautions and convictions.

All shortlisted candidates will undergo an online search as part of Trust safer recruitment checks.

We are an Equal Opportunities employer and will ensure that all our recruitment and selection practices reflect this commitment.

**In accordance with our safer recruitment policy CV’s alone will not be accepted.**

Informal visits to school are available, please contact Mrs R Owen, Operations Officer at rachel.owen@unsworth.set.org to arrange.

Application deadline:     9am Monday 19th August

Interview date: Thursday 22nd August

**We reserve the right to appoint before the closing date as we review applications on an on-going basis and interviews may be arranged as suitable candidates are identified, therefore, we encourage early applications.**

Successful candidates will be subject to a fully Enhanced DBS check along with other relevant employment checks.