

Staffordshire University Academies Trust

Compliance and Health and Safety Officer

Staffordshire University Academies Trust is an established Multi Academy Trust, comprised of a family of twenty church and non-church, primary and secondary academies, based in Staffordshire. Our mission is to enable our children, young people and their families to report that Staffordshire is a great place to live, play, learn and achieve in; a place where they feel safe and can lead healthy lives and a place that offers them a successful future.

SUAT has an exciting opportunity to appoint a Compliance and Health and Safety Officer, who will be working within a busy, supportive and efficient team. We are looking for the right person to join the SUAT's Central Team, to work within a varied role, supporting the Trust's operations, to actively maintain high standards of health and safety and compliance within the business functions of our Multi Academy Trust.

The post holder will provide professional support to the Trust Central Function and our growing network of academies, with a reputation for high standards across all aspects of their work. The post-holder will support the Trust's compliance and operational activities and regimes, working closely with the Operations Director, Trust Central Team and Academy colleagues across the Trust.

The role will require the post-holder to undertake visits to each of our academies, which are spread across Staffordshire. Please see our recruitment pack for further details regarding this post; including the job description and person specification.

Hours: 37 hours per week

Working weeks: Term Time including Inset days + up to four weeks

Start Date: This is a newly created position, and the vacancy is immediately available

Salary: Grade 6, SCPs 9-15

Salary range (based on 1.0 Full Time Equivalent): £25.1k - £27.8k

(This salary is pro rata to contract hours and working weeks)

Closing Date: Tuesday 9th April 2024 at midday

Shortlisting Date: 11th April 2024

Successful applicants to be informed: Friday 12th April 2024

Interview Date: 18th April 2024

In addition to fulfilling the Person Specification, the successful candidate will:

- Be an ambitious and skilled individual;
- Support our belief that every child has the right to the best possible learning experience;
- Have high aspirations for our Trust, and strive to ensure the highest possible standards;
- Have excellent ICT, written and verbal communication skills;
- Have good organisation skills;
- Be committed to their own professional learning;
- Be committed to safeguarding and promoting the welfare of all children and young people.

SUAT is pleased to offer employees various benefits, inclusive of (but not limited to):

- Enhanced Holiday Entitlement
- Generous Pension
- Hybrid Working to offer a flexible approach to work life balance
- Free Car Parking
- Wellbeing Support
- On Site Catering Facilities
- A friendly and supportive central team
- Career progression and further training opportunities including professional qualifications
- Trust Laptop
- An opportunity to work for a Trust which has strong links to Staffordshire University

How to Apply

Applicants should submit a completed application form to HBrooks@suatrust.co.uk by the closing date and time detailed within this advertisement. Forms and full details can be found on the vacancies page of our website – [here](#). Please note that CV's will NOT be accepted.

The post-holder must be prepared to reside within daily travelling distance of Stoke on Trent, with the means to travel to all twenty of our Staffordshire based academies.

Safeguarding

Staffordshire University Academies Trust is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

This position is subject to a criminal records 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 as part of the recruitment process. This post is exempt from the Rehabilitation of Offenders Act 1974. Shortlisted candidates will be asked to complete a self-declaration of their criminal record and other relevant safeguarding information that may make them unsuitable to work with children.

It is an offence to apply for this position if you are barred from engaging in regulated activity.

A copy of the SUAT's Safeguarding Policy can be viewed [here](#).

Future Roles

If we consider that you might be suitable for other roles in the future, we will keep your details so we can contact you about these other roles. If you do not want us to keep your details for this purpose, please e-mail office@suatrust.co.uk or let us know at any stage of the recruitment process. For more information, please read our SUAT Privacy Notice - Job Applicants.