



IT Network Manager

Dear Sir / Madam,

Thank you for your interest in our IT Network Manager vacancy. I do hope that the information within this pack is sufficient.

This is a crucial role for the school. The successful candidate will lead the development and management of our school computer network, maximising teaching and learning through the provision of a full range of IT resources. Whilst we would expect the new post holder to have significant IT knowledge and skills, the ability to work as a wider staff team is more important than specific previous experience.

The Market Bosworth School is very proud of its students and staff. We have excellent academic standards and work hard to create a safe and enjoyable learning environment for all. We have been rated as an "Outstanding" school by Ofsted 3 times in 2009, 2012 and most recently in 2018. In 2019, we were named as the best state-funded school in Leicestershire by the "Real Schools Guide".

This is an exciting time for us as we build on our now established GCSE achievements of the last 6 years. For the last year of published results (2019) the school achieved an overall progress score of 0.64.

We are ideally placed for commuting from a wide area, being situated about twenty minutes from Leicester in the rural and picturesque village of Market Bosworth. Whilst the majority of our staff live within Leicestershire, we have a number who commute daily from Warwickshire, Derbyshire and Staffordshire.

We welcome and encourage visitors to school. Please feel free to contact Katie Reynolds on kreynolds@tmbs.org.uk for an informal tour, or more information should you wish. The closing date for applications is Monday 4th July (9am). Interviews will take place on Thursday 7th July.

Applications are encouraged via email where possible. Please include a covering letter, application form and completed equal opportunities form.

Thank you

Stuart Wilson
Principal



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Job advert:

IT Network Manager

The Market Bosworth School is seeking to appoint an outstanding member of support staff to join our School. The successful candidate will lead the development and management of our school computer network, maximising teaching and learning through the provision of a wide range of IT resources. Whilst we would expect the new post holder to have strong IT knowledge and skills, additional training can be provided where required.

We have excellent academic standards and work hard to create a safe and enjoyable learning environment for all. We have been rated as an "Outstanding" school by Ofsted 3 times in 2009, 2012. This is an exciting time for the School, as we build on our now established GCSE achievements of the last 6 years of published results, where we have consistently achieved results within the top 10% of all schools.

For further details, including pay and hours, please visit www.tmbs.leics.sch.uk

The Market Bosworth School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo appropriate child protection screening, including checks with past employers and the Criminal Records Bureau.

Closing date: Monday 4th July (9am)

Interviews to take place: Thursday 7th July

Contact: Stuart Wilson, Principal, The Market Bosworth School, Station Road, Market Bosworth, Leicestershire. CV13 0JT, Telephone No. 01455 290251

"Pupils are polite, well-mannered and respectful. Low-level disruption in lessons is extremely rare. Pupils' behaviour around school is exemplary." - Ofsted 2018

Assistant Principals: Gary Marshall, John Slattery, Emma Hadkiss **Academy Business Director:** Bianca Farrell

Station Road Market Bosworth Warwickshire CV13 0JT
Tele: 01455 290251 Fax: 01455 292662 Email: office@tmbs.leics.sch.uk Website: www.tmbs.leics.sch.uk



School Overview

The Market Bosworth School is a wonderful place for students to learn and an inspirational school to work within.

Our most recent Outstanding report was in March 2018, during an unexpected monitoring inspection where it was confirmed that *"You have maintained an outstanding quality of education in all aspects of the School"*.

Academic GCSE achievement and progress has consistently been within the top 10% of all schools since we first converted from an 11-14 school to an 11-16 school in 2014. Our most recent results place us well within the top 5% of all schools nationally on all key government measures. Whilst our academic results have always been exceptional, it is our commitment to the wider curriculum and personal development that we are most proud of.

Currently, we have approximately 830 students on roll and about 105 staff. Our rural and pleasant village setting belies our mixed comprehensive intake. Only a very small proportion (approximately 60) of our students live in Market Bosworth, reflecting the older age demographic of the village itself. Other students travel up to 10 miles from a wide and diverse geographical area, including around 100 from Leicester City. In September 2021, we welcomed students from 28 different Primary Schools, with just 7 being our official "catchment" feeders.

Deprivation factors that influence our students are mixed due to that wide geographical intake, but many face issues that would not be expected given our school's location. For example, nearly a quarter of our students live in the worst national category (out of 10) for the "housing and services" deprivation measure. This is 6 times the Leicestershire average. The villages that feed into the school range from larger villages such as Newbold Verdon, Ibstock and Desford, to smaller communities such as Witherley and Sheepy Magna



"Teachers have excellent subject knowledge and use this to plan activities which inspire and motivate pupils. As one pupil commented, 'We just enjoy feeding off our teacher's energy.'" - Ofsted 2018

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Our Mission

"Educating with care to encourage success for all."

Our Vision

- The Market Bosworth School is committed to providing the skills and knowledge that will allow learning to be part of a lifelong process, ensuring our students grow into ambitious young adults who are excited about the world around them.
- We are committed to raising standards for all our students, promoting the highest possible achievements, regardless of background or ability.
- We strive to educate with care to enable all students to realise their full potential, both academically and socially.
- We aim to work with students, staff, parents and the community to provide a safe and happy learning environment.



We set Strategic Aims each year that support our Mission and Vision. They form the basis of our annual School Improvement Plan and Self Evaluation where necessary.



We place great emphasis upon developing the whole person through the breadth, balance, and range of our curricular and extra-curricular experiences. Extra-curricular activities include residential trips to Le Touquet, Normandy, Sicily and Bormio (Skiing).

Curriculum enrichment has included debating competitions, sports festivals, vocational visits and theatre visits, alongside day trips to The Skills Show, Oxford University and The Big Bang Science Fair.

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Job description

Job Title: IT Network Manager

Pay: Pay Grade 9 to 10 £25,932 to £32,808 FTE. The exact hours will be confirmed with the successful applicant. Generally, they would be: 35 hours per week (term time) + 1 week for teacher training days and 1 week during the school holidays (0.83FTE). Provisional hours will be 8am to 4pm – Monday to Friday. Approximate pay based on these hours and grade would be £21,431 - £27,356.

Responsible To: HR and School Services Lead

Responsible For: Developing and Managing the IT network and facilities in line with the school needs.

**Key Relationships/
Liaison with:** HR and Services Lead, Senior Leadership team, Teachers, Support staff

Job Description – IT Network Manager

To provide an efficient, reliable and usable IT service to support curriculum and administrative provision in the school.

To manage any associated staff (internal technicians or external contracted staff) in order to develop and provide a support service for the school computer system and other IT based systems e.g telephone / entry systems etc.

To ensure the efficient day to day running of and maintenance of all IT facilities including overall responsibility for:

- Installation of new software
- Installation of new workstations and peripherals on curriculum and administration systems including email and internet access
- Ordering and accounting of consumables
- Allocation of new users
- Removal of former users
- Logging problems and liaising with suppliers and support agencies
- Tracing abuse and misuse of systems
- Installation and maintenance of stand-alone or non network machines
- Maintenance of an efficient booking system for resources and rooms
- Co-ordinating repair fault finding and maintenance of all systems
- IT security and virus protection policies
- Backup strategy

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Principal: Stuart Wilson
Vice Principal: David Beckitt

To plan, organise, source and purchase new hardware and software to keep the college at the forefront of technology, thus enabling IT to be an essential part of a student's development.

To be responsible for the IT budget to ensure successful IT provision of resources.

To undertake research and training to ensure that knowledge is current.

To provide appropriate support and on occasion training for staff and students in the use of school IT equipment.

To provide effective advice to the HR and School Services Lead on wider school IT developments (Reprographics, CCTV etc.) and purchasing.

To assist with the development of internet/intranet services and school cloud based systems (e.g Google suite, Show my Homework, School Website).

The postholder will have technical skills and knowledge often gained through experience. They will often be required to manage their own work activities. Will have authoritative knowledge of their own area of work and give specialist advice/guidance.

The job description sets out duties of the post when it is drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. It is vital to the ethos of the school that the post holder is flexible in taking on additional tasks, willing to offer help, and treats co-operation and support for colleagues as a top priority.

This post is subject to a check being carried out at an Enhanced level by the Disclosure and Barring Service regarding any previous criminal record.

Dignity at work:

To show, at all times, a personal commitment to treating all students and colleagues in a fair and respectful way, which gives positive regard to people's differences and individuality (for example, their age, gender, ethnicity, sexual orientation, disability or religion) and assist in ensuring equal access to education opportunities for everyone.



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Personnel Specification – IT Network Manager

	Essential	Desirable
<u>Qualifications</u> • Good academic qualifications in Maths and English • Relevant IT / Computing qualifications • Knowledge of managing a computer network	✓ ✓	✓
<u>Experience</u> • Comfortable working with students aged 11-16 • Experience of supporting the day to day management of IT services within a professional setting.	✓	✓
<u>Knowledge</u> • Knowledge of child protection, health and safety procedures and their application in a school/college setting. • Awareness of a range of frameworks that support the education, development and well-being of children.		✓ ✓
<u>Skills/Attributes</u> • Ability and willingness to undertake professional development. • Good interpersonal skills. • Empathy with children and young people. • Ability to actively support school policy and procedure. • Ability to work effectively as part of a team.	✓ ✓ ✓ ✓ ✓	
<u>General Circumstances</u> • Attendance - evidence of regular attendance at work. • An understanding of, and commitment to, Equal Opportunities, and the ability to apply this to strategic work and day-to-day situations.	✓ ✓	
<u>Factors not already covered</u> Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Disability Discrimination Act 1995.	✓	

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Application details and Interview dates:

Closing date: Monday 4th July (9am).

Interviews to take place: Thursday 7th July

Please complete an application form and send this, together with a covering letter to:

**Stuart Wilson, Principal,
The Market Bosworth School,
Station Road,
Market Bosworth,
Leicestershire.
CV13 0JT**

Applications are preferred via email to office@tmbs.leics.sch.uk

If posting via royal mail please ensure you add sufficient postage for your application.

For further information, please contact Katie Reynolds, PA to Principal, on 01455 290251

“The curriculum provides ample opportunities for pupils to develop their understanding of fundamental British values. They understand diversity and recognise that others may hold values that differ from their own. Pupils are provided with opportunities to develop leadership skills, for example as peer mentors. Pupils enjoy and appreciate these roles. The curriculum ensures that pupils understand how to keep themselves safe in a variety of situations.” Ofsted 2018

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