



Operations Manager

Permanent, Full Time (37hours per week) Term-Time Only (38 weeks) + 2 weeks
Grade 11, point 20-25, £30,296 - £33,945 FTE
Actual starting salary £27,206 pro rata, per annum

We are looking for an inspirational Operations Manager to join our wonderful, school in the heart of Cheddar. A school which is committed to nurturing the growth of young minds, where pupils feel secure, fostering the development of their self-esteem.

As the Operations Manager you would oversee the daily smooth running of the school operations and provide strategic vision and leadership.

If you have excellent financial, administration, organisational and leadership skills we would love to hear from you!

Candidates will need to:

- Be strategic in their thinking.
- Demonstrate proven financial, human resources and premises management experience in a school environment at a senior level.
- Have proven ability to successfully organise, lead and motivate teams.
- Have excellent communication skills.
- Be able to plan, prioritise, organise and respond to changing priorities in a fast-moving environment.
- Demonstrate problem solving skills; use of initiative and taking decisions.
- Show flexibility, ownership and excellent teamwork.
- Have a commitment to maintaining confidentiality at all times.
- Have a commitment to promoting the ethos and values of the school and Trust as well as getting the best outcomes for all pupils.

It is an exciting time to join the Wessex family as we grow, we can offer:

- Professional induction, training and continued professional development opportunities.
- Extended Leadership and other opportunities to develop your career.
- Excellent collaboration across Trust Schools, extensive learning communities and specialist subject leads to enhance the learning of our young people and enhance your personal development.
- Staff benefits including reduced leisure centre membership and cycle to work scheme.
- A staff assistance programme with specialist provider, Carefirst who provide a 24/7 free phone helpline, or face-to face counselling for every employee.

As a member of the Wessex Learning Trust, we work collaboratively and believe in empowering our staff to grow and take the lead. Across all our schools, we work together, share staff and share expertise.

To apply for this position, please submit a letter of application for the attention of Rebecca Bennett, Headteacher. Your letter should be no more than two pages, detailing your experience to date and why you are the best candidate for the position. Completed applications should be returned by email to recruitment@fairlandsmiddleschool.co.uk

Closing Date: Monday 9 September 2024 at 8am

Interview Date: to be confirmed

The Wessex Learning Trust is committed to safeguarding young people and promoting the welfare of children, and all staff appointed will be required to undertake online checks and an enhanced Disclosure and Barring Service Check.