



**Pastoral and Welfare Liaison Officer**

**Pay Scale:** NJC 23-25 ( £33,366- £35,235 FTE)

**Actual Salary:** £28,617.76-£30,220.78

**Term Time, 39 weeks**

**Full time, Permanent**

Due to the continued success and ongoing expansion of LIPA School, we are looking to appoint a Pastoral and Welfare Liaison Officer to join our team on a full-time, permanent basis.

You will work closely with our families to support them with challenges that they may be facing both inside and outside of school. You will act with persistence, confidence and creativity in order to engage our families to work with us in a collaborative and supportive way. This will include coordinating and delivering targeted tiered interventions, carry out preventive education and working closely with a wide range of external agencies such as Children's Services and the Local Authority.

You will also work collaboratively with the Designated Safeguarding Lead to plan, deliver and review projects that improve outcomes for vulnerable students.

You must have good communication and listening skills, strong organisational skills and the ability to adapt well to different situations and scenarios.

An NVQ Level 3 qualification in supporting teaching and learning and a Level 2 in English and Mathematics is essential. You must also have a minimum of three years' experience of working with children and experience of supporting pupils and families in challenging circumstances.

More details about our school can be viewed on our website:

<http://www.lipaprimary.org> from where you can download an application pack for this post. CV's will not be accepted. Please email your application to [hr-enquiries@lipaprimary.org](mailto:hr-enquiries@lipaprimary.org).

Our school is committed to safeguarding children and promoting children's welfare. This post is subject to all the relevant pre-employment checks set out in Keeping Children Safe in Education, including an enhanced DBS certificate with a barred-list check.

**Closing date for applications:** Tuesday 4<sup>th</sup> February 2025 at 12pm.

Early application is advised as this vacancy may close early if we receive a good response.

**Our commitment to Equal Opportunities**

As an equal opportunity's employer, LIPA MAT is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We are committed to working together to create an inclusive environment that offers equitable opportunities for all.

Appointments will always be made on merit.