



**Meole Brace School**

Learning - Respect - Success

## Advertisement – Pastoral & Wellbeing Support Officer

**Grade 7**

**£14.36 — £15.58 per hour**

**(£23,385—£25,367)**

**37 hours per week**

**Term Time only Plus 2 PD Days**

**Required to start as soon as possible**

We are looking to appoint an energetic and enthusiastic individual to join our Pastoral & Wellbeing Team at Meole Brace School.

The successful candidate will need to have good communication skills and be willing to show flexibility when working as part of a team. They will also need to show an understanding of and commitment to supporting the needs of our students.

Visits are welcomed. We are very proud of our school and would like the opportunity to share it with you on a normal working day.

Further information about the school and an application pack visit our website: [www.meolebrace.com](http://www.meolebrace.com). Completed application forms should be emailed to [recruitment@meole.co.uk](mailto:recruitment@meole.co.uk).

**Closing date: 20th March 2025 @ 12 noon**

**Interview date: 25th March 2025**

*Meole Brace is committed to equal opportunities, safeguarding and promoting the welfare of children and young people. We expect all employees to share this commitment. All appointments will be subject to a satisfactory Disclosure and Barring Service (DBS) check.*

*We are an equal opportunities employer and committed to diversity and gender equality in our hiring practices.*

**Headteacher Seema Purewal**

**Meole Brace School 01743 235961**

**Longden Road admin@meole.co.uk**

**Shrewsbury SY3 9DW [www.meolebrace.com](http://www.meolebrace.com)**





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## Job Description – Pastoral & Wellbeing Support Officer

### Details of Post

- ▶ Pastoral & Wellbeing Support Officer
- ▶ School/ Federation/ Academy/Trust: Meole Brace Secondary
- ▶ Reporting to: Assistant Headteacher Pastoral/Safeguarding
- ▶ Main Workplace: Pastoral & Wellbeing Team
- ▶ Grade and SCP: Grade 7 (SCP 12-17)

*The school is committed to safeguarding and promoting the welfare of its pupils and expects all staff and volunteers to share this commitment. All appointments are subject to an enhanced Disclosure and Barring Service (DBS) check.*

*All support staff posts are subject to the Asylum and Immigration requirements*

*We are an equal opportunities employer and committed to diversity and gender equality in our hiring practices*

### Purpose of Post

The Pastoral & Wellbeing Support Officer will play a key role in promoting the emotional and social development of students by providing targeted support in mental health, safeguarding, and family liaison and wellbeing. This role will involve working closely with students, parents/carers, and staff to ensure a nurturing environment that fosters wellbeing, resilience, and positive engagement in learning.

### Principal Duties and Responsibilities

#### **Key Responsibilities:**

##### **Family Liaison**

- ▶ Act as point of contact between the school and families to foster positive relationships.
- ▶ Provide advice and guidance to parents/carers on supporting their child's emotional and mental wellbeing.
- ▶ Organise and facilitate parent workshops and meetings to address concerns and provide resources.

