**Position: School Resource Manager**

**Hours and Salary:** **37 hours per week**(**NJC 24-27 £34,314-£37,035 FTE) £31,542-£34,043 actual salary**

**School and Location: Hilltop School, Larch Road, Maltby, Rotherham S66 8AZ**

**Contract type: Full-time Permanent, term time only plus 10 days**

**Closing date: Wednesday 12th February 2025**

**Shortlisting date: Thursday 13th February 2025**

**Interview date: Week commencing 24th February 2025**

**About our School**

Hilltop School has an exciting opportunity for a School Resource Manager to join their team. We are a well-established and passionately child-centred school that provides specialist education to pupils with severe learning difficulties and complex needs. We cater for children and young people aged between 2-19 and, from September 2024 we will be proud to serve 180 students and families from EYFS through to Key Stage 5. We benefit from having two sites, EYFS – KS3 at Hilltop in Maltby and our 14-19 provision at Forest View in Rawmarsh.

**About the Trust**

This is an exciting opportunity to join an award winning Multi Academy Trust and be part of a welcoming and supportive team that serves amazing children and young people. Nexus Multi Academy Trust was founded in 2016, with 17 unique SEND and mainstream academies.

We are a growing, forward thinking and innovative Trust with a shared ethos, vision and values for a personalised child centred approach. We are committed and invested in “Learning together, to be the best we can be” and it is as relatable to every employee and partner of our Trust as it is to our children, young adults and their families.

Please see a copy of our most recent prospectus, for further information.

**Our Opportunity**

We are seeking to appoint a highly motivated, enthusiastic, hardworking and flexible School Resource Manager join a team of dedicated staff who are committed to providing an excellent learning environment and become part of a successful team in a busy working environment.

Aside from the opportunity to work with pupils whose energy, creativity and enthusiasm never fail to inspire, at Hilltop School we:

* Provide a culture that places the individual child at its heart
* Pride ourselves on being a rewarding place to work where our staff make daily positive impact upon our pupils
* Are committed to professional development by learning via a trust wide Academy Resource Manager Network
* Place great importance on the value of working with families and outside agencies to ensure the best outcomes for our pupils
* Place wellbeing at the centre of our work while we strive to ensure that children and adults learn in a safe, supported, nurturing environment, where they feel confident, worthy, enthusiastic and valued.

Applications are welcome from candidates currently working in mainstream schools who can demonstrate knowledge of SEND, or from candidates currently working in a special school setting.

**What you can expect**

*Wellbeing – Pay – Careers and Training – Annual Leave and Flexibility*

* Access to free wellbeing support resources including counselling, medical and legal advice and an option to top up to private healthcare via corporate membership of a healthcare plan.
* Access to discount schemes for savings with high street retailers, restaurants, activities and lifestyle services
* Auto enrolment into a leading pension scheme with Teachers Pension Scheme or Local Government Pension Scheme
* Access to extensive and tailored career pathways, CPD programmes, training and coaching giving you the opportunity to grow and develop your career
* An Induction package to help you settle in and approach your role with confidence and enthusiasm
* The ability to contribute to and share quality practice with other professional TAs, Teachers and the wider team
* Internal opportunities across the Trust academies and to work with specialised leaders in education on nationally recognised projects
* Flexible working policies
* Cycle to Work Scheme
* Annual leave increases based on length of service plus bank holidays for support staff

**Further information**

For an informal and confidential conversation about the role, please contact Liz Worrall at eworrall@nexusmat.org

Further information can be found on our school website <https://www.maltbyhilltop.org/>

**Nexus Multi Academy Trust is committed to safeguarding and protecting the welfare of children and expects all staff and volunteers to share this commitment.**

Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed.

This post involves working with children and therefore if successful you will be required to apply for a disclosure of criminal records check at an enhanced level and a barred list check. Further information about the Disclosure and Barring Service and can be found at [www.gov.uk/disclosure-barring-service-check](http://www.gov.uk/disclosure-barring-service-check).

We are an equal opportunities employer committed to recruiting and retaining a diverse workforce.

For an application form to apply please contact Liz Worrall at eworrall@nexusmat.org

Completed applications to be sent to Liz Worrall at eworrall@nexusmat.org

All candidates are advised to refer to the job description and person specification before making an application.

We reserve the right to close this advertisement early, should we receive if we receive a high volume of suitable applications.