**SITE MANAGER**

**Starting ASAP**

**Grade 5 £26,421 - £32,076**

**37 hours per week - All year round**

**08:00-16:00 Mon- Thur and 08:00-15:30 Fri**

**Based at Meadow Park School, Abbey Road, Coventry CV3 4BD**

An exciting opportunity has arisen at Meadow Park School for an experienced, hardworking and flexible Site Manager who can demonstrate they have the key skills and abilities to undertake this role. The successful candidate will report to the Head of Estates and be responsible for the overall provision of services relating to the management of school premises, site and associated facilities at Meadow Park. The post holder will line manage a small dedicated site team based at the school. Your focus will be maintaining statutory building compliance and ensuring adequate supplies are available. Previous caretaking/site management experience preferred, but not essential for this role. Applicants with good maintenance and leadership skills would be considered.

Finham Park Multi Academy Trust is a growing organisation, which is currently made up of seven schools across Coventry and Warwickshire, of which Meadow Park School is one. The Primary and Secondary schools in Finham Park MAT set out to pioneer, innovate and deliver a “World Class” education for all.

At Meadow Park School we are committed to nurturing excellence, growing aspiration and thriving together. Meadow Park School strives to achieve excellent outcomes for young people, but also provides opportunities for them to be creative, innovative and to enjoy their learning.

Meadow Park was recently inspected by Ofsted and graded ‘Good’ for Attitude to Learning, Personal Development and Leadership (November 2023). The Lead Inspector noted in their report that:

*“Pupils, parents and staff all describe the significant improvements that have taken place at the school since the arrival of the new headteacher”;*

*“There is now a clear and ambitious vision evident from all leaders to improve the quality of education for all pupils”;*

*“The school is welcoming to all pupils and frequently described as caring and compassionate”.*

The successful candidate must be:

* Committed to making a positive difference to the lives of students and staff
* Passionate about improving the appearance of buildings and creating the most productive learning environment
* Able to complete basic repairs
* Able to demonstrate a good knowledge of health and safety
* Values driven, dedicated to “Thrive Together”

We will offer you:

* A positive and innovative learning culture, where wellbeing and workload are effectively managed
* On-going development and training from our knowledgeable and experienced Head of Estates
* Safeguarding training and access to high quality training and leadership experiences which enable all staff to develop, grow and collaborate across the MAT
* A strong sense of community and a warm, welcoming workplace
* A vibrant, modern building and facilities (including the use of two minibuses for fixtures/tournaments) in a beautiful location within easy reach of the M40/M6 corridor.

Candidates who submit an application form before the closing date, may be invited for interview early, therefore, it is strongly advised that you complete and return your application as soon as possible.

Visits to the school are welcomed. If you would like to have an informal discussion with the Head of Estates about the role telephone 02476 840809.

**Closing date: 2nd December 2024**

**How to Apply**

Applications are submitted through our Every Candidate Portal. Click the link below to take you directly to the site.

<https://candidates.every.education/Vacancies/Details?advertKey=e63c23ce-dd9f-46f5-ace1-bac87546e57f>

Alternatively, you can click on the ‘application form’ on our careers website which will direct you to the application page.

To request any of the documents in an accessible format, or to request an application form via email please contact apply@finhampark.co.uk or call 02477 180000 and select option 2 for HR.

If you are a new user to our portal, you can click on ‘Register’ to complete your candidate profile. If you want to apply directly for this role and not save your data for any future vacancies, you can click on the ‘Apply Now’ button at the bottom of the Every page.

For further information on this role and other opportunities within the MAT, please visit https://careers.fpmat.co.uk

***Meadow Park is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All successful applicants will be request to undertake an Enhanced Disclosure and Barring Service Check.***

***Finham Park Multi Academy Trust requires all applicants to be eligible to work in the UK with no restrictions as we are unable to offer sponsorship/work visas. You will be required to provide proof of Right to Work at interview stage and if you are offered a job position with us.***

***Online Checks***

***In line with KCSIE (Keeping children Safe in Education) 2024 we will complete online searches as part of our due diligence on all shortlisted candidates. If anything is identified as part of these checks they will be discussed with you at interview. If any safeguarding concerns are identified we reserve the right to withdraw your application.***