

Wessex Parent and Family Support Advisor (PFSA)

Full-time (37 hours), part time will be considered

Permanent contract, term-time only plus 1 week

Start date – as soon as possible

Salary £27,711 - £31,067 (Grade 12 Points 12-19) full-time equivalent, actual starting salary £24,046 pa

This role will support families across the Wessex Wells schools' catchment area.

An exciting opportunity has arisen for a Parent and Family Support Adviser to work across the Wessex Learning Trust. Our PFSA's provide essential advice and guidance to families, parents, and learners to encourage learner wellbeing, attendance, and participation in the school environment and community, enabling overall improvement in learning opportunities, aspirations, and achievements for learners.

The post holder will be required to explore circumstances behind learner absence or difficulties, to help resolve and identify areas that maybe of concern in a timely way which may then lead them to instigate or build on Early Help Assessments. The role will also require the candidate to act as a Lead Practitioner at times, running bespoke interventions and group work under the direction of the Safeguarding and Education Welfare Lead. This role requires travel.

Candidates will need to demonstrate the following:

- Experience of working with young people and/or families who have a range of vulnerabilities.
- Outstanding interpersonal skills and the ability to communicate with learners, staff, parents, and external agencies using tact and discretion to ensure a professional response.
- Ability to work confidentially in a fast-moving environment, often with conflicting priorities.
- A positive approach to the challenges faced and the ability to think and deliver services in a creative, flexible, and non-judgmental way.
- Ability to understand and interpret legislation to meet service requirements.
- Ability to undertake the role of lead professional where appropriate.
- Good literacy, numeracy, organisational and administration/IT skills.

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

- The full support of a dedicated team of staff who are values-driven and are committed to a healthy working culture.
- The opportunity to work with a variety of different education phases across twenty schools, a teacher-training organisation and a fitness and leisure centre.
- A commitment to offering excellent CPD opportunities.
- Staff benefits, including discounted gym membership and a cycle to work scheme.
- A Local Government Pension Scheme with a generous employer contribution in excess of 20%, subject to pension eligibility criteria.
- A staff assistance programme with specialist provider, CareFirst who provide a 24/7 free phone helpline, or face-to-face counselling for every employee in the Wessex family.

Closing Date: 8 am Monday 28 July 2025

Interview Date: Thursday 31 July 2025

To apply for this position, please complete a support staff application form, (available on our website), together with a letter of application for the attention of Miss Dawn Tomkies (Trust Safeguarding & Education Welfare Lead) detailing your experience to date and why you are the best candidate for the position.

Completed applications should be returned by email to HR@wessexlearningtrust.co.uk

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