

Job Title – Pastoral Support and Administration Assistant

School – Brine Leas School within The Cornovii Trust

Grade - 4 £18,788

Job Type – Part-time – 32.5 hours per week - 39 weeks per year

Start date – January 2025

Closing date – Month 16th December 2024

The governors, staff and students at Brine Leas School are seeking to appoint an enthusiastic individual who enjoys working within a team. In return, we can offer you a supportive and varied job in a school environment.

If you believe that you possess the necessary qualities to meet the requirements of this post and you are aligned with our values, then we welcome your application.

Any queries should be made to Mrs Sharon Houghton, HR Manager, via job.applications@brineleas.co.uk

Brine Leas School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The post is subject to an Enhanced DBS Disclosure.

Further information and the online application form can be found on the school's website.

Please note that we may hold interviews as and when applications are received, and this job may be withdrawn without notice.