





# ADVERT



**ROLE: Site Manager** 

SCHOOL: Weston Park Primary School/Weston Shore Infant School

HOURS: Full time 37 hours per week, 5 days a week, 52 weeks per year (Times to be agreed)

SALARY: Grade 7: £29,777 – £33,944

CLOSING DATE: 2<sup>nd</sup> September 2024

**INTERVIEW DATE: w/c Monday 9th September** 

START DATE: As soon as possible

An exciting opportunity has arisen for a Site Manager to join our experienced support team at Weston Park Primary School/Weston Shore Infant School, part of Hamwic Education Trust (HET).

HET is a large, fast-paced Trust with currently 35 academies across the South Coast. Linked to 6 communitybased partnerships, there are 32 primary academies, 2 secondary and 1 hospital school.

If you are ready for a new challenge and enjoy working with an organisation where no day will be the same, then please apply.

## 'All about the Child'

At HET, we aim to put the child at the centre of everything we do. We believe that by doing this, it drives our ethos and values to do the best we can for our children.

# 'What about Sam'

Sam is the name we have given to the notional Hamwic child. By asking ourselves 'What about Sam?' we ensure that we put our pupils at the heart of our decision making.

# JOB/PERSON SUMMARY:

As Site Manager you will have responsibility for the security, safety, general maintenance and cleanliness of our school buildings and grounds. You will need to be reliable and self-motivated, have a flexible approach to time, possess good DIY skills and basic IT skills. As the leader of the Site Team you will be confident managing people, be able to understand and follow policies and procedures and be able to maintain accurate records.

We can offer a friendly and supportive environment with many opportunities for professional development. If you are passionate about providing our children with a high quality learning environment, have drive, energy and enthusiasm we would welcome your application.

# WE ARE SEEKING A PROFESSIONAL INDIVIDUAL WHO:

- Are excellent team players
- Are committed and inspirational
- Build positive relationships with children and adults
- Are dedicated to making a real difference to the lives of children

## WE CAN OFFER YOU:

- Excellent CPD opportunities and Training and Development Programmes
- In-house Teaching School
- An individual induction programme supported by a mentor
- Networking groups for Teachers, Business Managers, Site Teams and IT staff
- Eligibility to join the Teachers' Pension Scheme or Local Government Pension Scheme
- Generous holiday entitlement for staff working 52 weeks per year which increases with length of service
- Free eye tests up to the value of £25 for users of VDU equipment and contribution up to the value of £60 towards the purchase of glasses specifically for the use of display screen equipment (where all conditions are met)
- Opportunity to become a school workplace Health and Wellbeing representative, meeting with other schools on a termly basis and feeding into the Health and Wellbeing strategy
- Access to the Trust Health and Wellbeing pages
- Access to a staff benefits portal through Vivup
- Free confidential telephone and face to face counselling for staff and family members

## **APPLICATION PROCEDURE:**

Should you wish to apply for this vacancy, please view the job description and complete the application form which can be found at <a href="http://www.weston-park.org.uk">www.weston-park.org.uk</a> or <a href="http://www.hamwic.org">www.hamwic.org</a> and return to Tasha Coleman, <a href="http://recruitment@weston-park.org.uk">recruitment@weston-park.org.uk</a>

# SAFEGUARDING:

All schools within HET are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

## THE EDWIN JONES PARTNERSHIP

The Edwin Jones Partnership is part of an umbrella Trust called the Hamwic Education Trust. At the Hamwic Education Trust we offer unique opportunities for those individuals that excel in education.

We aim to deliver an outstanding education to our pupils and to do so we must employ *outstanding* people.

We offer a training pathway for all employees including teachers, support staff and our middle and senior leaders.

Our staff have opportunities to work on cross phase projects and to work in other schools within the Trust in order to gain invaluable experience and enhance their skills.