



External Advertisement
SEND SEMH Coordinator
To commence October 2021

We are seeking to appoint a permanent part time SEND SEMH Coordinator to commence September 2021. The post offers an excellent opportunity to work in a strong SEND faculty in our highly successful academy which holds a good Ofsted status.

In accordance with the job description for SEND SEMH Coordinator, the core purpose of the role is to:

- support the work of the SEND Faculty by assisting with the planning, monitoring, assessing and delivering of Social, Emotional and Mental Health programmes to students on the SEND register.
- work under the guidance of and in partnership with classroom teachers to support learning in line with the National Curriculum, codes of practice and academy policies and procedures.
- supervise and maintain safe and enjoyable break times for students.
- contribute to the whole academy ethos, environment and organisation, both practically and as a positive role model for students and colleagues.

Personal Qualities

The successful applicant should have qualifications in Maths and English at minimum C grade GCSE or equivalent Level 2 qualification and experience in a SEND, social, emotional mental health area. It is desirable that the applicant has further relevant qualifications e.g. LSA qualification, qualification in child care or A levels/Level 3 qualifications.

Applicants should be hardworking, enthusiastic and have a high level of commitment and ability to focus on fostering the teaching and learning and personal development of Year 7 to 13 students.

Responsibilities of the Post Holder

Responsibilities of the post holder will be in accordance with the SEND SEMH Coordinator job description.

Wider Contribution

Full time support staff may also have opportunities to contribute to the extra-curricular programme. This is very wide ranging and can often enable staff to contribute particular skills and interests where they meet academy needs. Applicants should indicate if they have particular interests and this would be discussed at the time of interview.

Remuneration and Working Time

The hours of work required for the role are 30 hours per week, Monday to Friday 8.30am to 3.10pm, term time only. Annual salary for this post will be in accordance with the academy Local Government Pay Scale, Band 2 Point 14-16 2020/21 pay awards), and actual salary offered will be £12,420 per annum, pro rata equivalent of point 14, including an allowance for holiday pay.

Application Process

If you are interested in the position and wish to discuss the post prior to application, please email Mrs Sarah Freeman, Director of HR at s.freeman@plume.essex.sch.uk, to arrange a telephone conversation. We are very proud of our academy and what we can offer new members of our collaborative team. The Director of HR will be pleased to discuss the post and provide more information about the post and the academy in general.

To apply please complete the Plume Academy application form (please see link via our website). This must be completed and submitted to HR@plume.essex.sch.uk by the closing date stated (unaccompanied CV's or third party application forms will not be accepted).

Closing Date: 12 noon 4 October 2021 Interviews are likely to take place during that week, however early applications may be taken through to interview sooner.