



## **External Advertisement**

### **Learning Support Assistant (Personal Care), Maternity Cover To commence Summer Term 2022**

We are seeking to appoint a part time Learning Support Assistant (Personal Care) to commence during the summer term 2022 for a maternity Cover. The post offers an excellent opportunity to work in a strong SEND department in our highly successful academy which holds a good Ofsted status.

The core purpose of the role is to support the progress, learning, achievement and wellbeing of SEND students in line with the National Curriculum, codes of practice and academy policies and procedures.

#### **Personal Qualities**

The successful applicant should have qualifications in Maths and English at minimum C grade GCSE or equivalent Level 2 qualification. It is desirable that the applicant has further relevant qualifications e.g. TA 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 Learning Support Assistant (Personal Care) job description.

#### **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 a Learning Support Assistant will be in accordance with the academy Local Government Pay Scale, which for appointment for a full time post currently involves a salary of up to £18,531 salary pro-rata (Band 2 Point 14-16 2020/21 pay awards), however, actual salary offered will be £12,420 salary, 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](mailto: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](mailto: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 7 January 2022**