

Key Stage 4 Learning Manager

Grade 6 (£25,489 - £27,650 pro rata), 37 hours a week, 39 weeks a year (38 weeks term time plus 5 inset days)

About the post:

Successful candidates would be joining us at an exciting time. We are looking to appoint an enthusiastic and energetic Learning Manager for Key Stage 4 who has a record of delivering good quality experiences to groups of students in order to facilitate effective teaching and learning throughout the school and Sixth Form College. The specific duties of the role are described in the attached JDQ. Clearly, experience of working with students in a busy school environment would be a distinct advantage. However, equally important for us is that we recruit people who will enhance our school community and enjoy working with us.

We are looking for someone who:

- Is a good problem solver
- Is a motivator
- Is resilient
- Is good at juggling – and able to prioritise in order to meet deadlines
- Is tactful
- Is diplomatic
- Is discreet
- Is committed to improving children's learning
- Has good communication skills
- Has good IT skills
- Has excellent record keeping skills
- Has a good sense of humour
- Is child centred
- Is ambitious for themselves, the students and our school
- Is supportive of the values and ethos of our school

The successful candidate will be based in the Key Stage 4 office which deals with a range of tasks to support learning through the use of data, strategic intervention and monitoring, in order to maximise student attainment.

The ideal candidate will be enthusiastic, conscientious, and caring and must have a professional approach to their work. This role would be a fantastic opportunity to work for a successful school that puts the learner at the heart of everything it does.

Please read the person and job specification carefully.

- Include with your application form no more than 2 sides of A4, font 12, evidencing how you meet the Person Specification, the skills that equip you to be a successful Finance Assistant and how you will contribute to the team.
- Send your application or any queries to lcc@malbank.cheshire.sch.uk

Closing date: Wednesday 7th October at 12 noon