

Principal: Nicola Ashton BA (Hons), NPQH

Kepier
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Higher Level Teaching Assistant (HLTA) Required for Wellbeing - 37 hours per week

38 weeks Term Time + 3 days

Permanent - Start date to be agreed

NJC Scale 12 - 17 £24,496 - £26,845 FTE (£20,580 - £22,554 Actual)

Kepier Secondary Academy is seeking a Higher Level Teaching Assistant (HLTA) to support the mental health and wellbeing of both staff and learners.

The successful candidate will play a vital role in promoting and safeguarding the welfare of children and young people within the School. As an HLTA, you will be responsible for providing support and assistance to ensure the overall wellbeing of staff and learners. Your role will involve a wide range of tasks, requiring excellent organisational skills, attention to detail, and strong communication abilities. It is crucial to prioritise workload, remain calm under pressure, and maintain a good sense of humour. Confidentiality is of utmost importance in this position.

Requirements:

- Previous experience in social care, education, or a similar role within an organisation is desirable.
- Hardworking and extremely organised with meticulous attention to detail.
- Excellent communication skills with a focus on supporting the wellbeing of staff and learners.
- Ability to prioritise workload and remain calm under pressure.
- High degree of confidentiality.
- Commitment to promoting and safeguarding the welfare of children and young people.

Application form, job description and person specification are available online at www.kepier.com. Application forms (please do not attach additional letters, CV's or statements) should be returned to recruitment@kepier.com no later than **12 pm noon on 30th June 2023**. It is hoped that interviews will take place the following week.

We fully appreciate the time and effort required in completing an application and, whatever the outcome of this particular process, we are grateful for your interest in working at Kepier and wish you every success with your future career. Applicants who have not been contacted within 2 weeks of the closing date should assume they have been unsuccessful.

Registered Office:
Dairy Lane, Houghton-le-Spring,
Tyne and Wear DH4 5BH
Company Registered in
England and Wales:
Registered Number 07693870

