

Headteacher: Mr C. Devlin

Kepier  
Dairy Lane  
Houghton-le-Spring  
Tyne and Wear DH4 5BH

T: 0191 512 8960  
info@kepier.com  
www.kepier.com



## Exciting Opportunity for a Personal Development Support Role - Full-Time Permanent Position

Are you seeking a rewarding role in a highly regarded school with exceptional facilities? Look no further! We are currently hiring for a new position to join a successful team at Kepier. Whether you have prior school experience or not, we offer a comprehensive training package to ensure your success in this role.

### Position Details:

- Job Title: Personal Development Support
- Hours: 37 hours per week
- Term: 38 weeks Term Time + 5 days
- Start Date: To be confirmed - Contract: Permanent
- Salary Range: NJC Scale 7 - 11 £24,294 - £25,979 FTE (£20,622 - £22,053 Actual)
- Possibility to boost hours during periods of school closure (to be discussed)

The Role: As personal development support at Kepier, you will work with key staff in the delivery of personal development at Kepier. This is a role that will involve working with groups of children, to support the wider school experience of children at Kepier. You will support with the delivery of SMSC at Kepier.

Responsibilities: You will undertake a wide range of tasks that require excellent organisational skills, attention to detail, and strong communication abilities. It is essential to effectively manage your workload, remain calm under pressure, and have the ability to develop recording and tracking systems.

Why Choose Kepier? At Kepier, we take pride in our school's excellent reputation and state-of-the-art facilities. We offer a welcoming and inclusive environment, and you will have the opportunity to work with a dedicated team of professionals. Additionally, we encourage visits to the school before applying to get a firsthand experience of our supportive community.

How to Apply: If you are interested in this fantastic opportunity, please visit our website at [www.kepier.com](http://www.kepier.com) to access the application form, job description, and person specification. To apply, please complete the application form (additional letters, CVs, or statements are not required) and send it via email to [recruitment@kepier.com](mailto:recruitment@kepier.com). The deadline for applications is 12 pm noon on 12 th July 2024. Interviews are expected to take place w/c 15/7/2024

The school is fully committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. As part of our due diligence and to comply with our obligations in line with Keeping Children Safe in Education, an online search of publicly available information will be undertaken for all shortlisted candidates. All School posts are exempt from the Rehabilitation of Offenders Act 1974 and therefore applicants will be subject to appropriate background checks and vetting including an enhanced DBS check and checks against the children's barred list.

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: 10980753

