



West Park

'A caring school where we put pupils and their achievement first'

West Road
Spondon
Derby
DE21 7BT

Head: **Scott McGregor**
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Vacancy

Careers and Employment Leader

Dual role: Careers Adviser and Leader

Pay Scale: NJC Scale 21-25 £28,900 - £32,020

Working Pattern: Full time, 37 hours, 5 days a week

A fantastic opportunity has arisen to join the dynamic and supportive staff team at West Park School. West Park is an 11 – 16 school based in Spondon with over 1477 pupils currently on roll. The school prides itself on exceptional pupil achievement, dynamic teaching and learning and excellent behaviour and engagement. Our committed and talented staff team works cohesively to get the best for our pupils. The pupils are focused, polite, positive, and determined to take full advantage of the opportunities. West Park is rapidly becoming the school of choice for parents in Derby.

You will be a trained Level 6 or above adviser and will provide 1:1 careers guidance to students. Also, liaising with colleges and local authorities to help ensure students choose the most appropriate destination by organising events such as Post-16 evenings, careers fairs, information and transition newsletters, celebrating careers week activities and raising the profile of careers and destinations across the whole setting. You will also be responsible for organising relevant work experience placements and helping develop our young people's employability skills. The successful candidate will ideally have a level 6 Career Guidance and Development Diploma.

Further information about the post and an application form (Associate Staff) is available on the school's website at: <https://www.westpark.derby.sch.uk/information/school/vacancies.php>. Applications must be made using our application form and submitted online via our school website, and a supporting letter aligned to the job description explaining your suitability for this position.

The school is committed to safeguarding and promoting the welfare of children and young people. This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. All applicants must be able to provide documentation to prove their right to work in the UK.

Closing date for applications: Sunday, 1st October 2023. Start Date: ASAP.