
Staffordshire

County Council

Vacancy Bulletin

17 March 2010

Welcome to the Vacancy Bulletin.

Within this document you will find information on career opportunities within Staffordshire County Council.

Please note that this document is updated daily. To view the very latest vacancies please visit our website at www.staffordshire.gov.uk and select 'Jobs & Careers' and 'Currency Vacancies' from the links provided.

Important Notes

- = Always quote the reference number for the post when contacting us and on all correspondence relating to the vacancy.
- = Applications must always be made via means of the application form. CV's submitted on their own will not be considered.
- = Underneath each positions reference number you will see an abbreviation relating to the type of position offered. These abbreviations indicate the following:

| | | | | | |
|-------------------|--|--------------|-----------|----------------|------------|
| F/T: | Full Time | P/T: | Part Time | Casual: | Casual |
| Perm: | Permanent | Temp: | Temporary | Fixed: | Fixed Term |
| Term Time: | Position required during school term time only | | | | |

- = If more than one post is available for a particular vacancy this will be indicated in brackets after the position's title.

Admin / Clerical

Information Assistant - Cannock Chase**Ref: DSD273****Salary:** £12,787 - £13,874 pro rata per annum**(Perm, P/T)****Location:** Cannock Chase Visitor Centre, nr Cannock, WS12 4PW**Department:** Development Services**Closing date:** 02 April 2010

We are looking for a friendly, enthusiastic and reliable person to work in Cannock Chase Visitor Centre providing advice and information to the general public about a range of countryside and recreational activities. The Visitor Centre is open to the public all year round. You will need to be self-motivated and comfortable working unsupervised as well as part of a small team. Experience of working in a customer-focused environment and with handling cash is essential.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/DSD273 or telephone our 24 hour recruitment line on 0845 4520537.

Adult & Community Learning

Skills for Life Casual Tutors: Literacy & Numeracy (1+ Posts)

Ref: Casual Tutors**Salary: £14.8400 Per Hour Teaching Contract Hours paid at £22.26 per hour****(Casual, P/T)****Location: Across the County****Department: Children & Lifelong Learning****Closing date: 30 June 2010**

The Adult & Community Learning Service works collaboratively with organisations and local communities to deliver a comprehensive range of learning Opportunities for adults and families across the County.

The Service now wants to develop its Skills for Life provision and is hoping to build up a database of casual Literacy and Numeracy tutors to deliver classes around the County.

Some of these classes will be aimed at trainee Teaching Assistants in schools, and some at parents who wish to support their children's school work and others will be aimed at Adults in the Community. For the above courses we shall need to appoint fully trained and qualified Literacy and/or Numeracy casual tutors, some of whom should have current or recent experience of the Literacy or Numeracy Strategies for schools.

For informal enquiries please contact :-

Jennie Mehti Curriculum Manager: Skills for Life Tel: 07966 328852

Application forms can be obtained from:-

Liz Garnett Administrative Assistant – HR Tel (01785) 278775

To request an application pack for this vacancy, please telephone our recruitment line on 01785 278775.

Caretaking / Cleaning

Caretaker**Ref: 1105**

Salary: £16,440 - £18,453 pro rata per annum
Location: Stowe Short Stay School, Lichfield, WS13 6AF
Department: Children & Lifelong Learning
Closing date: 19 March 2010

(Perm, P/T)

Stowe Short Stay School
Stowe Street
Lichfield
WS13 6AF
Headteacher: Mrs Sue Kulas
Email: headteacher@stowe.staffs.sch.uk

Caretaker required from 19th April 2010 to work 18 hours per week base hours. Please note that Stowe Short Stay School will be relocating shortly to larger premises on Wissage Road, Lichfield.

Duties to include the following:

Unlock and secure premises at agreed times and maintain the keys in their possession for emergency call out;
Open/close for school lettings (weekdays/occasional weekends) for which additional hours may be claimed;
Ensure that premises are in a safe, tidy and satisfactory condition prior to use;
Dispose of waste materials arising from the use of the premises not covered by alternative arrangements;
Replace consumables such as soap, toilet rolls, towels, etc;
Maintain vigilance for health and safety concerns in and around building;
Salt gritting, drive/pathways (winter months only).

Visits to the school are encouraged, please contact the office to make an appointment.

If you are interested in applying for this position at our school, please complete an application form and return it to Mrs Kulas with a covering letter by Friday 19th March, 2010.

Interviews are due to take place on Wednesday 24th March, 2010.

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01543 510755.

PT Cleaners Biddulph, Leek Moorlands**Ref: Cleaners Area 8****Salary: £6.0500 Per Hour schools £6.38 other establishments****(Perm, P/T)****Location: Biddulph and Leek Moorlands****Department: Development Services****Closing date: 29 March 2010**

Join our friendly, award-winning team and you'll be providing a valuable service cleaning schools and other council properties.

We'll also provide you with all types of other training - vital 'Life' skills like literacy, numeracy and computer skills. Skills and qualifications such as NVQs, that would improve your employment prospects and serve you a lifetime.

There's also a whole range of other benefits such as flexible hours, pension scheme and an annual salary (paid monthly).

There are many opportunities for Cleaners for all areas of Staffordshire. So whether you're a student or retired, a returner or just looking for a rewarding and very important job, get in touch now. You could earn more than just some extra income.

PLEASE NOTE – for these posts you will not be sent an application form. You will be contacted directly by Cleaning Services – Please ensure that you leave a contact number.

Positions on educational establishments are subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available by visiting www.crb.gov.uk

This Authority is committed to safeguarding and promoting welfare of children and young people/ vulnerable adults and expect all staff and volunteers to share this commitment

To request an application pack for this vacancy, please telephone our recruitment line on 0800 083 5131 (mobile charges may apply).

PT Cleaners Stafford Rural Gnosall Stone Penkridge**Ref: Cleaners Area 10****Salary: £6.0500 Per Hour schools £6.38 other establishments****(Perm, P/T)****Location: Stafford Rural, Gnosall, Stone and Penkridge Area's****Department: Development Services****Closing date: 29 March 2010**

Join our friendly, award-winning team and you'll be providing a valuable service cleaning schools and other council properties.

We'll also provide you with all types of other training - vital 'Life' skills like literacy, numeracy and computer skills. Skills and qualifications such as NVQs, that would improve your employment prospects and serve you a lifetime.

There's also a whole range of other benefits such as flexible hours, pension scheme and an annual salary (paid monthly).

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PT Cleaners throughout Burton Central**Ref: Cleaners Area 3**

Salary: £6.0500 Per Hour schools £6.38 other establishments (Perm, P/T)
Location: Various sites in the Burton Central area
Department: Development Services
Closing date: 29 March 2010

Join our friendly, award-winning team and you'll be providing a valuable service cleaning schools and other council properties.

We'll also provide you with all types of other training - vital 'Life' skills like literacy, numeracy and computer skills. Skills and qualifications such as NVQs, that would improve your employment prospects and serve you a lifetime.

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To request an application pack for this vacancy, please telephone our recruitment line on 0800 083 5131(mobile charges may apply).

PT Cleaners throughout Newcastle, Madley rural**Ref: Cleaners Area 9**

Salary: £6.0500 Per Hour schools £6.38 other establishments (Perm, P/T)
Location: Newcastle, Madeley Rural
Department: Development Services
Closing date: 29 March 2010

Join our friendly, award-winning team and you'll be providing a valuable service cleaning schools and other council properties.

We'll also provide you with all types of other training - vital 'Life' skills like literacy, numeracy and computer skills. Skills and qualifications such as NVQs, that would improve your employment prospects and serve you a lifetime.

There's also a whole range of other benefits such as flexible hours, pension scheme and an annual salary (paid monthly).

There are many opportunities for Cleaners for all areas of Staffordshire. So whether you're a student or retired, a returner or just looking for a rewarding and very important job, get in touch now. You could earn more than just some extra income.

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PT Cleaners throughout Stafford Central**Ref: Cleaners Area 1**

Salary: £6.0500 Per Hour schools £6.38 per hour other establishments (pay award pending) (Perm, P/T)

Location: Stafford Central Area

Department: Development Services

Closing date: 29 March 2010

Join our friendly, award-winning team and you'll be providing a valuable service cleaning schools and other council properties.

We'll also provide you with all types of other training - vital 'Life' skills like literacy, numeracy and computer skills. Skills and qualifications such as NVQs, that would improve your employment prospects and serve you a lifetime.

There's also a whole range of other benefits such as flexible hours, pension scheme and an annual salary (paid monthly).

There are many opportunities for Cleaners for all areas of Staffordshire. So whether you're a student or retired, a returner or just looking for a rewarding and very important job, get in touch now. You could earn more than just some extra income.

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To request an application pack for this vacancy, please telephone our recruitment line on Call 0800 083 5131 (mobile charges may apply).

PT Cleaners throughout Tamworth**Ref: Cleaners Area 4**

Salary: £6.0500 Per Hour schools £6.38 other establishments (Perm, P/T)

Location: Various sites throughout Tamworth

Department: Development Services

Closing date: 29 March 2010

Join our friendly, award-winning team and you'll be providing a valuable service cleaning schools and other council properties.

We'll also provide you with all types of other training - vital 'Life' skills like literacy, numeracy and computer skills. Skills and qualifications such as NVQs, that would improve your employment prospects and serve you a lifetime.

There's also a whole range of other benefits such as flexible hours, pension scheme and an annual salary (paid monthly).

There are many opportunities for Cleaners for all areas of Staffordshire. So whether you're a student or retired, a returner or just looking for a rewarding and very important job, get in touch now. You could earn more than just some extra income.

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Positions on educational establishments are subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available by visiting www.crb.gov.uk

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To request an application pack for this vacancy, please telephone our recruitment line on 0800 083 5131 (mobile charges may apply).

PT Cleaners throughout West Cannock, Burntwood**Ref: Cleaners Area 5**

Salary: £6.0500 Per Hour schools £6.38 other establishments (Perm, P/T)
Location: Various- West Cannock, Burntwood and Great Wyrley
Department: Development Services
Closing date: 29 March 2010

Join our friendly, award-winning team and you'll be providing a valuable service cleaning schools and other council properties.

We'll also provide you with all types of other training - vital 'Life' skills like literacy, numeracy and computer skills. Skills and qualifications such as NVQs, that would improve your employment prospects and serve you a lifetime.

There's also a whole range of other benefits such as flexible hours, pension scheme and an annual salary (paid monthly).

There are many opportunities for Cleaners for all areas of Staffordshire. So whether you're a student or retired, a returner or just looking for a rewarding and very important job, get in touch now. You could earn more than just some extra income.

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Positions on educational establishments are subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available by visiting www.crb.gov.uk

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To request an application pack for this vacancy, please telephone our recruitment line on 0800 083 5131 (mobile charges may apply).

PT Cleaners throughout Wombourne Kinver & Codsall**Ref: Cleaners Area 2**

Salary: £6.0500 Per Hour schools £6.38 other establishments (Perm, P/T)
Location: Wombourne, Kinver and Codsall Area's
Department: Development Services
Closing date: 29 March 2010

Join our friendly, award-winning team and you'll be providing a valuable service supervising and co-ordinating cleaning at schools and other council properties.

We'll also provide you with all types of other training –supervisor skills, vital 'Life' skills like literacy, numeracy and computer skills. Skills and qualifications such as NVQs etc, that would improve your employment prospects and serve you a lifetime.

There's also a whole range of other benefits such as flexible hours, pension scheme and an annual salary (paid monthly).

There are many opportunities for Cleaning Supervisors for all areas of Staffordshire. So whether you're a student or retired, a returner or just looking for a rewarding and very important job, get in touch now. You could earn more than just some extra income.

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Positions on educational establishments are subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available by visiting www.crb.gov.uk

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To request an application pack for this vacancy, please telephone our recruitment line on 0800 083 5131 (mobile charges may apply).

Estates Management

Trainee Land Agent

Ref: DSD271**Salary: £20,858 - £23,708 Per annum****(Perm, F/T)****Location: County Farms, Green Hall, Lichfield Road, Stafford****Department: Development Services****Closing date: 02 April 2010**

Reporting to the County Farms Team Manager the post offers a variety of experience assisting in the active management, re-organisation and improvement of the County Farms Estate. The Estate comprises in the region of 8,500 acres of let farms on 109 tenancies and offers opportunities for individuals to set up their own farming business on a let farm. The work also includes management of a portfolio of other let agricultural land and provision of strategic advice to other County Council departments on agricultural matters.

This is an opportunity to gain broad experience in a diverse range of work including strategic estate management, landlord and tenant, farm building development, renewable energy development and practical estate management. The successful applicant will be a recent graduate and working towards the APC qualification for Membership of the RICS Rural Faculty. Full support and training will be provided. Car driver and own vehicle essential.

For an informal discussion please call James Tyler-Morris, County Farms Team Manager on (01785) 277723.

This Authority is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/DSD271 or telephone our 24 hour recruitment line on 0845 4520537.

Internal Vacancy

Administrative Assistant

Ref: CLL2262**Salary:** £15,444 - £16,440 per annum**(Perm, F/T)****Location:** Flash Ley Centre, Hawksmoor Road, Stafford, ST17 9DR**Department:** Children & Lifelong Learning**Closing date:** 19 March 2010

INTERNAL APPLICANTS ONLY

We are looking to appoint a highly motivated, pro-active individual with excellent interpersonal and communication skills capable of effective team working.

You will provide high level administrative assistance in the provision of an efficient and effective administrative support service to team members of the Specialist Support Service.

With excellent IT skills and experience of using Microsoft packages you will also have good time management skills and the ability to work to deadlines. You will be flexible in your approach with the ability to respond positively to changes in workload allocation.

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2262 or telephone our 24 hour recruitment line on 0845 4520538.

Administrative Assistant 0-7 Partnership

Ref: CLL2259**Salary:** £13,874 - £15,444 per annum**(Fixed, F/T)****Location:** Chasewater Innovation Centre, Brownhills, WS8 7NL**Department:** Children & Lifelong Learning**Closing date:** 19 March 2010

INTERNAL APPLICANTS ONLY

The Early Years & Childcare Service has recently been restructured. There are a number of work streams in the Early Years & Childcare Service all requiring administrative support. Administrative Assistants will be appointed to provide administrative support to a specific work stream, but will on occasions be required to assist other work streams.

Applications are invited for the following permanent full time post.

Applicants must be experienced and confident in providing a wide range of administrative support to a busy Service. They must be able to use their own initiative and play an active part in ensuring a high quality service is provided.

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

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To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2259 or telephone our 24 hour recruitment line on 0845 4520538.

Business Support Assistant (3 Posts)**Ref: CLL2256****Salary: £16,440 - £18,453 per annum****(Perm, F/T)****Location: Sandyford Street, Stafford****Department: Children & Lifelong Learning****Closing date: 19 March 2010**

INTERNAL APPLICANTS ONLY

Children and Families Services are currently in the process of replacing their client information system with a SAP Social Care System. It is a huge, complex undertaking and this is one of a number of posts which will be part of the team with responsibility for the ongoing development and maintenance of the new system.

We are seeking an enthusiastic, flexible team player with excellent IT and organisational skills.

You should have experience in using computer based information systems and possess good written, oral and interpersonal skills as well as a commitment to the delivery of excellent customer services.

Your duties will include day to day support call resolution; initiating, updating and production of project and system documentation; the maintenance and updating of master data and servicing of meetings, workshops and events.

If you wish to discuss this post further please contact Nicola Gibson Team Manager on 01785 277765 or email nicola.gibson@staffordshire.gov.uk

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2256 or telephone our 24 hour recruitment line on 0845 4520538.

Business Support Officer**Ref: CLL2255**

Salary: £20,858 - £23,708 per annum
Location: Sandyford Street, Stafford
Department: Children & Lifelong Learning
Closing date: 19 March 2010

(Perm, F/T)

INTERNAL APPLICANTS ONLY

Children and Families Services are currently in the process of replacing their client information system with a SAP Social Care System. It is a huge, complex undertaking and this is one of a number of posts which will be part of the team with responsibility for the ongoing development and maintenance of the new system.

We are seeking a hard working, enthusiastic person with excellent IT and organisational skills and a proven ability to lead and motivate staff.

You should have experience in workload and resource management and of developing and implementing effective office systems and procedures.

Your duties will include the management and efficient operation of the full range of support services to the team and the management of daily exception reports; the systems risk and issues log and the maintenance of roles, authorisations and licences. Commitment to the delivery of an excellent responsive customer focussed service is essential.

If you wish to discuss this post further please contact Steve Lycett Business Manager(Support Services) on 01785 277120 or email steve.lycett@staffordshire.gov.uk or Nicola Gibson, Team Manager on Tel. 01785 277765 or email nicola.gibson@staffordshire.gov.uk

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2255 or telephone our 24 hour recruitment line on 0845 4520538.

Customer Services Assistant**Ref: CLL2274**

Salary: £13,874 - £15,444 pro rata per annum
Location: Springvale, Walhouse Street, Cannock
Department: Children & Lifelong Learning
Closing date: 02 April 2010

(Perm, P/T)

INTERNAL APPLICANTS ONLY

Monday - Thursday 1.15 until 5pm and Fri 1 until 4.30pm

You will undertake Customer Care duties primarily filtering telephone calls and answering general queries about the Directorate's services, accurately recording messages to ensure effective communication between external and internal customers. You will also assist on reception receiving visitors to the office. You must be able to use IT databases in order to search retrieve and input information.

You will have excellent communication skills and be able to communicate with members of the public, colleagues in the Department and professionals from other agencies.

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This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2274 or telephone our 24 hour recruitment line on 0845 4520538.

Deputy District Senior Advisory Teacher**Ref: CLL2265****Salary: £33,412 - £35,929 per annum+TLR1 £7,158****(Perm, F/T)****Location: Lichfield and Cannock District Office, Lichfield, WS13 6PN****Department: Children & Lifelong Learning****Closing date: 23 April 2010****INTERNAL APPLICANTS ONLY**

Applications are invited from suitably qualified and experienced teachers to join the Senior Management Team of the Special Educational Needs Support Service. This is a key post in a large Support Service that supports schools and pupils with learning difficulties, specific learning difficulties and behavioural difficulties. The service also provides a service to non-maintained Early Years Settings. The successful applicant will have a County wide responsibility that will be negotiated according to experience.

The successful candidate will have:

*Vision and energy to promote effective partnership with pupils, parents, schools and other agencies.

*Excellent organisational, communication and interpersonal skills.

*Leadership and strong team building skills.

An additional qualification in the field of SEN is highly desirable.

For application forms, please contact Louise Hanna, Office Manager, tel: (01785) 278996 or via e-mail: louise.hanna@staffordshire.gov.uk

For an informal discussion about this post, please contact Sandra Swift, Head of SENSS on 01785 278945.

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2265 or telephone our recruitment line on 01785 278996.

Deputy Senior Advisory Teacher**Ref: CLL2263****Salary: £33,412 - £35,929 per annum + TLR1 £7,158****(Perm, F/T)****Location: Flash Ley Centre, Hawksmoor Road, Stafford, ST17 9DR****Department: Children & Lifelong Learning****Closing date: 23 April 2010**

Internal Applicants Only

Applications are invited from suitably qualified and experienced teachers to join the Senior Management Team of the Special Educational Needs Support Service. This is a key post in a large Support Service that supports schools and pupils with learning difficulties, specific learning difficulties and behavioural difficulties. The service also provides a service to non-maintained Early Years Settings. The successful applicant will have a County wide responsibility that will be negotiated according to experience.

The successful candidate will have:

*Vision and energy to promote effective partnership with pupils, parents, schools and other agencies.

*Excellent organisational, communication and interpersonal skills.

*Leadership and strong team building skills.

An additional qualification in the field of SEN is highly desirable.

For an informal discussion about this post, please contact Sandra Swift, Head of SENSS on 01785 278945.

For application forms, please contact Louise Hanna, Office Manager, tel: (01785) 278996) or via e-mail: louise.hanna@staffordshire.gov.uk

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2263 or telephone our recruitment line on 01785 278996.

District Senior Advisory Teacher**Ref: CLL2264****Salary: £44,610 - £49,226 per annum****(Perm, F/T)****Location: Lichfield and Cannock District Office, Lichfield, WS13 6PN****Department: Children & Lifelong Learning****Closing date: 26 March 2010**

Internal Candidates Only

Applications are invited from suitably qualified and experienced teachers to join the Senior Management Team of the Special Educational Needs Support Service. This is a key post in a large Support Service that supports schools and pupils with learning difficulties, specific learning difficulties and behavioural difficulties. The service also provides a service to non-maintained Early Years Settings. The successful applicant will manage a team of 25 Teachers and Teaching Assistants in the Lichfield & Cannock District, in addition to having a District Management responsibility and a County wide responsibility that will be negotiated according to experience.

The successful candidate will have:

*Vision and energy to promote effective partnership with pupils, parents, schools and other agencies.

*Excellent organisational, communication and interpersonal skills.

*Leadership and strong team building skills.

An additional qualification in the field of SEN is highly desirable.

For an informal discussion about this post, please contact Sandra Swift, Head of SENSS on 01785 278945.

For application forms, please contact Louise Hanna, Office Manager, tel: (01785) 278996 or via e-mail: louise.hanna@staffordshire.gov.uk

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To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2264 or telephone our recruitment line on 01785 278996.

Income & Payments Officer**Ref: SCH1159****Salary: £18,453 - £20,858 per annum****(Perm, P/T)****Location: Joint Finance Unit, Martin Street, Stafford, ST16 2DH****Department: Social Care & Health****Closing date: 26 March 2010**

INTERNAL APPLICANTS ONLY

You will be working all day Monday and all day Tuesday as part of a team of Income and Payments Officers who deal with financial assessments, payments and income collection for people in receipt of long stay and short stay residential care services. You will be highly motivated, have experience of working in a busy, deadline orientated environment and be flexible and adaptable to the challenges affecting the team. You will have a proven commitment to excellent customer care, be able to communicate effectively, and have the ability to explain statutory guidance and departmental procedures simply and accurately. You must also be able to make a positive contribution towards an effective team environment and have experience of inputting data into a mainframe computer system.

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/SCH1159 or telephone our 24 hour recruitment line on 0845 4520539.

Literacy Co-ordinator**Ref: CLL2230**

Salary: £21,102 - £30,842 +TLR (£3,485) Subject to teachers Pay and Conditions (Perm, F/T)
Location: Burton District Office, Grange St, Burton upon Trent, DE14 2ER
Department: Children & Lifelong Learning
Closing date: 23 April 2010

Required for September 2010. An exciting professional development opportunity has arisen for a teacher with a wide experience of teaching pupils with special educational needs to join SENSS. In addition to working with schools to promote the Inclusion agenda, you will have the opportunity to work across the county to develop literacy initiatives within both the national primary strategy and at KS3.

For further information please contact Alastair Fairfull on tel: 01283 239082. Application forms available from: Louise Hanna, Office Manager, Tipping Street, Stafford. ST16 2DH. E-mail: louise.hanna@staffordshire.gov.uk. (Tel: 01785 278996).

Closing date: Friday, 23 April 2010

Completed applications should be returned to Louise Hanna, Directorate of Children, Youth People and Families, Tipping Street, Stafford, ST16 2DH

This position is subject to an enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2230 or telephone our recruitment line on 01785 278996.

Senior Family Support Worker**Ref: CLL2244**

Salary: £20,858 - £23,708 per annum+ 2 increments for weekend working (Perm, F/T)
Location: Stafford Area Service Office, Madford Park, Stafford, ST16 2PA
Department: Children & Lifelong Learning
Closing date: 19 March 2010

Internal applicants only

We are looking for a skilled and highly motivated person, with relevant child care experience to join our Stafford Safeguarding Team based at the Madford Retail Park, Stafford. The successful candidate must be able to work effectively as part of a Team to safeguard and promote the welfare of vulnerable children and young people. Duties of the post include direct work with children and their families, contributing to assessments, supervising contact for children with members of their family and case responsibility for children in need cases.

The essential requirements for this post are an NVQ 3 or equivalent in working with children and their families and a minimum of 2 years experience of direct work with vulnerable children. You will also require good communication skills, a positive attitude and the ability to work under pressure.

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2244 or telephone our 24 hour recruitment line on 0845 4520538.

Works Unit Supervisor**Ref: DSD272**

Salary: £18,453 - £20,858 per annum
Location: Southern Works Depot, Marquis Drive, Cannock
Department: Development Services
Closing date: 26 March 2010

(Perm, F/T)

Internal Candidates Only

Based at Southern Works Depot, Marquis Drive, Cannock Chase

The Post Holder will supervise a small team of estate workers on the Country Parks, Picnic Places, Access Lands and the Rights of Way Network in the south of the County.

You should have extensive experience in a similar position supervising and managing people in similar duties as associated with this post. The post holder should be physically fit, have good verbal and written skills, possess a chainsaw certificate and demonstrate good interpersonal skills. The post holder should be experienced in driving and maintaining tractors and other plant and machinery and have a good knowledge of health and safety issues.

Driving licence essential.

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/DSD272 or telephone our 24 hour recruitment line on 0845 4520537.

IT

Analyst Programmer**Ref: CXO357****Salary: £28,636 - £32,800 Pro rata Per annum****(Temp, F/T)****Location: 17 Eastgate Street, Stafford, ST16 2NF****Department: Chief Executives****Closing date: 19 March 2010**

ICT Improvements provide comprehensive solution development, covering business analysis, technical analysis, system prototyping, development, training and delivery of systems and system enhancements. The Management Information team specialise in reporting, master data management and some legacy systems.

This post will be responsible for taking on the support and maintenance of the current Java legacy systems, and the potential re writing of those into the .Net framework.

Potential candidates must have proven experience using VB and ASP.Net and ideally Java. Ideally candidates will have experience of the Public Sector, although this is not essential.

Moving forwards the successful candidate will support the migration of the Social Care system onto a new platform, and will be cross trained in the relevant technologies to ensure system support and continued career development.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CXO357 or telephone our 24 hour recruitment line on 0845 4520536.

Business Support Assistant (2 Posts)**Ref: CLL2257****Salary: £16,440 - £18,453 per annum****(Temp, F/T)****Location: Sandyford Street, Stafford****Department: Children & Lifelong Learning****Closing date: 19 March 2010**

Children and Families Services are currently in the process of replacing their client information system with a SAP Social Care System. It is a huge, complex undertaking and this is one of a number of posts which will be part of the team with responsibility for the ongoing development and maintenance of the new system.

We are seeking an enthusiastic, flexible team player with excellent IT and organisational skills.

You should have experience in using computer based information systems and possess good written, oral and interpersonal skills as well as a commitment to the delivery of excellent customer services.

Your duties will include day to day support call resolution; initiating, updating and production of project and system documentation; the maintenance and updating of master data and servicing of meetings, workshops and events.

If you wish to discuss this post further please contact Nicola Gibson Team Manager on 01785 277765 or email nicola.gibson@staffordshire.gov.uk

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2257 or telephone our 24 hour recruitment line on 0845 4520538.

Development Support & Training Officer (4 Posts)**Ref: CLL2258****Salary: £28,636 - £32,800 per annum****(Perm, F/T)****Location: Sandyford Street, Stafford****Department: Children & Lifelong Learning****Closing date: 19 March 2010**

INTERNAL APPLICANTS ONLY

2 Permanent Positions

2 Temporary Positions for 12 months from date of appointment

Please state clearly on your application whether you wish to apply for temporary or permanent posts (or both)

Children and Families Services are currently in the process of replacing their client information system with a SAP Social Care System. It is a huge, complex undertaking and this is one of a number of posts which will be part of the team with responsibility for the ongoing development and maintenance of the new system.

We are seeking an enthusiastic, self motivated person with excellent communication and IT skills.

You should have experience of facilitating and leading training sessions, workshops and other similar forums and to be able to present complex issues to different audiences. You should also have experience of supporting and implementing business process change.

Your duties will include the provision of system support to end users across the Service and assistance to develop and deliver system processes that support business policies and procedures. You will also be involved with all aspects of training on the system.

This post is offered as a secondment opportunity and as such applicants should ensure that prior consent from Line Manager is obtained.

If you wish to discuss this post further please contact Steve Lycett Business Manager (Support Services) on 01785 277120 or email steve.lycett@staffordshire.gov.uk

In order to promote both security and opportunity to current County Council employees, this post is open to 'internal' applicants only and only completed application forms submitted by current County Council employees will be considered for short listing.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2258 or telephone our 24 hour recruitment line on 0845 4520538.

Management / Professional

C&LP Parent Support Worker (SS6)**Ref: CLL2272**

Salary: £20,858 - £23,708 per annum (Fixed, F/T)
Location: Princefield First School, Penkridge, Stafford, ST19 5EP
Department: Children & Lifelong Learning
Closing date: 09 April 2010

Are you:

- *,,A motivated individual with excellent communication and interpersonal skills?
- *,,Interested in supporting parents to meet their responsibilities to their children?
- *,,Interested in support for all, with more support for those who need it most?
- *,,Interested in preventative working to prevent poor outcomes for children, young people and their parents from developing in the first place?

If so, we can offer you the chance to utilise your strengths to the full in a role with tremendous scope for supporting children, young people and families.

You will have family support, social care, parenting, childcare or child development experience or relevant qualifications. This post is suitable for secondment with prior approval of Line Manager.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

Please refer to the Staffordshire Children's Trust website for further information on this agenda.
www.staffordshirechildrenstrust.org.uk

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2272 or telephone our 24 hour recruitment line on 0845 4520538.

Equalities & Diversity Officer**Ref: CXO360**

Salary: £33,661 - £37,206 Pro rata, per annum (Fixed, F/T)
Location: 15 Martin Street, Stafford, ST16 2LE
Department: Chief Executives
Closing date: 02 April 2010

Staffordshire County Council has a clear vision for improving the quality of life of Staffordshire's people and communities. This must be achieved by having an outcome and performance-driven organisation that recognises the distinctiveness of Staffordshire.

The Comprehensive Area Assessment for Staffordshire identified areas of good practice and for improvement with regard to tackling inequalities. With other challenges such as national elections and public spending pressures ahead, we must continue to improve and are recruiting to our team to help us achieve excellence. We want to recruit the best and you must bring with you the energy, expertise and determination to help us exceed beyond everyone's expectations.

This exciting opportunity provides you with the chance to be responsible for supporting Cabinet & Corporate Management Team in the development of equality and diversity policies and strategies. With extensive public/voluntary sector experience in a role involving equalities and diversity, you will need a knowledge of the legislative framework for equalities and diversity, have experience of working in a partnership environment and be able to communicate key points clearly and concisely.

If you wish to discuss the post further please contact Darryl Eyers, Head of Policy and Performance, on 01785 854265 or e-mail darryl.eyers@staffordshire.gov.uk

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CXO360 or telephone our 24 hour recruitment line on 0845 4520536.

Research&Performance Monitoring Officer**Ref: SCH1160****Salary: £28,636 - £32,800 per annum****(Temp, F/T)****Location: 57-60 High Street, Burton upon Trent, DE14 1JS****Department: Social Care & Health****Closing date: 09 April 2010**

The Claims Management Unit is based at Burton on Trent, and supports the Ministry of Justice (MoJ) with responsibilities for authorisation, monitoring the market and enforcement in relation to the Compensation Act 2006. This Act introduces a compulsory authorisation procedure and model rules for claims management companies. The Unit sits with the Trading Standards Service in the Community Services division of Social Care and Health.

The post-holder will assist in delivering and improving the monitoring, presentation and reporting of the Unit's performance to the MoJ.

A degree or professional qualification in a related field or equivalent experience is required as are excellent ICT skills in utilising databases/spreadsheets/performance monitoring systems to produce performance information.

They will also have to demonstrate experience of the preparation and presentation of performance reports and information of comprehending, analysing and interpreting complex issues and data and recommending appropriate solutions.

They will have to be articulate and able to present information to different audiences and highly motivated, with the ability to work on their own initiative.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/SCH1160 or telephone our 24 hour recruitment line on 0845 4520539.

Modern Apprenticeship

Apprentice (8 Posts)

Ref: DSD269**Salary: £95 - £95 Per week. working for a 12month period****(Fixed, F/T)****Location: County Grounds, based throughout the County****Department: Development Services****Closing date: 19 March 2010**

Are you aged between 16 and 18 years old?
Are you interested in a career in Grounds Maintenance

Staffordshire County Council has been running a large and successful Apprenticeship programme for many years.

All Apprentice training, development and work experience will be provided within the County Council, and a trainee allowance of £95.00 per week will be paid throughout a 12 month programme.

During the twelve months you will be contracted to work 1924 annualised hours. Working 35 hours per week during the winter, and 41 hours per week during the summer. Working in a designated work environment, included in these hours will be study out of the work environment one day per fortnight as required. The training will consist of Work Based Diploma, Functional Skills level 1 and Key Skills if required.

There may be a chance of more permanent openings, however this is not guaranteed.

If you are between 16 and 18 years, you are invited to apply.

For further information please contact Julie on 01785 276480

For specific information on the qualification please contact Bob Shepherd on 01785 278713

This Authority is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/DSD269 or telephone our 24 hour recruitment line on 0845 4520537.

Apprentice (8 Posts)**Ref: CXO356****Salary: £95 - £95****(Fixed, F/T)****Location: 4 posts based in Stafford - 4 posts based in Hixon****Department: Chief Executives****Closing date: 30 April 2010**

Are you aged between 16 and 18 years old?

Are you interested in a career in ICT

Staffordshire County Council has been running a large and successful Apprenticeship programme for many years.

All Apprentice training, development and work experience will be provided within the County Council, and a trainee allowance of £95.00 per week will be paid throughout a 12 month programme.

During the twelve months you will be contracted for 37 hours per week in a designated work environment, included in the 37 hours will be study out of the work environment one day per week as required. The training will consist of NVQ, Technical Certificate and Key Skills.

We have eight ICT apprentice places, four based in Stafford Town Centre and four based in Hixon. You will need to state your preference when completing the application form.

There may be a chance of more permanent openings, however this is not guaranteed.

If you are between 16 and 18 years, you are invited to apply.

For specific information please contact Vic Falcus on 01785 278032 to discuss posts in Stafford or Ian Farish on 01889 256290 to discuss posts in Hixon.

This Authority is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CXO356 or telephone our 24 hour recruitment line on 0845 4520536.

Non Council Organisations

Staffs Teenage Pregnancy Partnership Administrator

Ref: NCO/STPPA

Salary: £15,190 - £18,157 pro rata per annum (Perm, P/T)
Location: Springfields Health and Wellbeing Centre, Rugeley
Department: Chief Executives
Closing date: 31 March 2010

The successful applicant will be proactive and well co-ordinated, with excellent communication skills in verbal and written correspondence with a high degree of accuracy. The role is varied and requires confidentiality, initiative, flexibility and an ability to relate to a very wide range of organisations and individuals within and outside the PCT.

The successful applicant will provide administrative support to the Staffordshire Teenage Pregnancy Co-ordinator and Teenage Pregnancy Partnership including the administration of relevant:

- Meetings, forums and events
- Calendar/diary management
- Communications, some of which is complex
- Financial procedures
- HR procedures
- Health and safety procedures
- Management information, including some data collection and research and provide cross cover as required

Previous experience of administrative working essential

Applicants should use the online application process by searching for job reference: 568-2724-SR on the NHS Jobs Website: <http://www.jobs.nhs.uk>

Interview date: 31 March 2010

To request an application pack for this vacancy, please telephone our recruitment line on 01889 571329.

Youth Volunteer Advisor

Ref: NCO/YVA

Salary: £20,099 - £20,099 per annum + 3% pension (Fixed, F/T)
Location: 1.Leek and 1. Burton
Department: Chief Executives
Closing date: 24 March 2010

Stoke on Trent Consortium of Infrastructure Organisations (SCIO) Volunteer Centres and Staffordshire County Council Youth Service are seeking to recruit an enthusiastic team to develop, promote and support opportunities for youth volunteering in Staffordshire.

STAFFORDSHIRE COUNCIL OF VOLUNTARY YOUTH SERVICES [SCVYS]

Staffordshire Council of Voluntary Youth Services with Staffordshire & Youth Volunteer Advisor

37 hours – £20,099 pa plus 3% pension

- To strengthen the Volunteer centres outreach to young people under-represented in volunteering
- To deliver high quality advice and guidance for young people in volunteering across two Staffordshire districts and help place them into a volunteering opportunity.
- To champion youth-led volunteering through the creation of local Youth Action Teams to provide a range of volunteering activities.

This is a fixed term appointment for 1 year from 1st April 2010 to 31st March 2011.

There are two posts available:

Youth Volunteer Adviser to be based in Leek and cover the Moorlands District and Newcastle-under-lyme District.

Youth Volunteer Adviser to be based in Burton and cover the East Staffs District and the Stafford and Stone District.

Interviews will be on Wednesday 31st March 2010.

For more information about involved please visit www.vinspired.com

Please contact Karen Foster for an application pack on 01785 242782 or email Karen.foster@staffordshire.gov.uk. Post to SCVYS, C/o The Community Council of Staffordshire, Friars Mill, Friars Terrace, Stafford, ST17 4DX. Posts are funded until 31 March 2011.

Application forms only, no CVs.

Closing date for applications is 5pm Wednesday 24th March 2010.

These posts are subject to Enhanced CRB screening.

SCVYS is committed to equal opportunities and is a registered charity 1104690

To request an application pack for this vacancy, please telephone our recruitment line on 01785 242782.

Outdoor Education

Senior Instructor

Ref: CLL2260**Salary:** £14,800 - £16,613 per annum**(Perm, F/T)****Location:** Standon Bowers Outdoor Education Centre, Standon, ST21 6RD**Department:** Children & Lifelong Learning**Closing date:** 19 March 2010

Permanent post 41 working weeks per year.

Candidates must have extensive instructional experience and proven expertise, holding a number of NGB awards in a range of outdoor activities.

They should also have at least one area of specialist expertise reflected in active personal involvement in an activity and/or NGB qualifications.

It is essential that candidates should hold a current clean driving licence and be willing to undertake training to gain the County Minibus Assessment Test.

The successful applicant would be expected to play a leading role in the centre's day to day running and ongoing development. They would organise and coordinate groups engaged in a range of activities both at the centre and at off-site locations. They would also be closely involved in the leading and training of a core instructional team.

Applicants are welcome to call the centre to speak to Chris Dillon, Centre Manager or visit by arrangement by calling 01782 791422.

For an application form contact Janet Buxton on 01902 790388 or e-mail janet.buxton@staffordshire.gov.uk.

Closing date for applications: 19th March 2010

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2260 or telephone our recruitment line on 01902 790388.

School Support

Administrative Assistant

Ref: School/2264/AA

Salary: £15,444 - £16,440 pro rata per annum
Location: Valley Primary School, Oakamoor, ST10 3DQ
Department: Valley 2264
Closing date: 02 April 2010

(Perm, P/T, Term Time)

The Valley Primary School
School Drive
Oakamoor
ST10 3DQ

e-mail:- office@valley.staffs.sch.uk

We are seeking to appoint a confident, enthusiastic, hard-working and well organised Administrative Assistant to run our busy Reception/Office.

The successful applicant will be required to work 18 ¾ hours per week (Term Time Only). Monday to Friday 8.15 – 12.00 daily commencing on 7th June 2010.

Responsibilities will include:-

- provide advice and guidance in relation to Admin/financial elements
- deal with complex reception/visitor matters
- contribute to the organisation of support systems/procedures/policies
- balance bank funds received from Parents for After School Clubs, School Trips, Dinner Money etc
- provide personal, administrative and organisational support to all staff
- monitor and manage stock with an agreed budget
- undertake complex financial administration procedures
- assist with the planning, monitoring and evaluation of school budget
- undertake the administration of Payroll Systems
- manage expenditure within an agreed budget
- manage manual and computerised record/information systems
- analyse and evaluate data/information and produce reports/information/data as required
- manage administration of facilities including school premises
- participate in training and other learning activities and performance development as required

The successful applicant will need to:-

- be qualified to NVQ 3 Business and Administration or equivalent
- or have experience of working in a School Office (undertaking administrative, financial and organisational procedures)

For more information about this exciting opportunity, call 01538 702355 or e-mail: office@valley.staffs.sch.uk and we'll send you an application form and job specification.

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment".

This position is subject to an Enhanced Disclosure Check unde

To request an application pack for this vacancy, please telephone our recruitment line on 01538 702355.

After School Provision Manager**Ref: School/2374/AS**

Salary: £8.5000 Per Hour
Location: Stoneydelph Primary School, Tamworth, Staffs
Department: Stoneydelph 2374
Closing date: 17 March 2010

(Temp, P/T)

STONEYDELPH PRIMARY SCHOOL
Crowden Road
Tamworth
STAFFS
B77 4LS
Tel: 01827 896666
email: office@stoneydelph.staffs.sch.uk

We are seeking to appoint a suitably qualified manager to work initially in our After School Provision, with children aged 3 -11 years.

The ideal candidate will have a minimum qualification of NVQ 3 or equivalent and be willing to develop this new initiative for our school. There is the opportunity for a suitable candidate to broaden the provision to include the management of both a Breakfast Club and School Holiday Care, therefore extending their role.

This is a fixed term post from 15th April 2010 (or earlier if possible) to 31st March 2011. However the expectation is that the provision will expand and the post will become permanent.

To obtain an application form and/or for further details of the post please telephone Mrs S Ramsay at the school.

Starting pay £8.50 per hour
Initial hours of work 2.45pm – 6pm 5 days per week
(Both pay and hours to increase for a suitable candidate)

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01827 896666.

Behaviour Support Manager**Ref: School/4098/BSM**

Salary: £18,453 - £20,858 Pro rata
Location: Wolstanton High School, Wolstanton, Newcastle, ST5 9JU
Department: Wolstanton 4098
Closing date: 19 March 2010

(Perm, F/T, Term Time)

Wolstanton High School – A Humanities College
Milehouse Lane
Wolstanton
Newcastle, ST5 9JU
Tel 01782 297725

Email: jane_mullock@wolstanton.staffs.sch.uk

Behaviour Support Manager
Required as soon as possible
37 hours per week, term time only

The school wishes to recruit to the above post. You will co-ordinate the support provision for pupils who need help in overcoming barriers to learning and developing their potential by raising standards of behaviour for learning.

Key requirements are:

- Experience of working in an education setting committed to the inclusion agenda with experience of working with pupils demonstrating challenging behaviour or dealing with disadvantaged circumstances.
- NVQ 3 or equivalent qualification in a relevant discipline
- Ability to remain calm in situations of high tension.
- Ability to work constructively as part of a team.
- Ability to relate well to children and to adults.
- Ability to plan and develop systems.
- Full working knowledge of relevant policies/codes of practice/legislation.
- Good ICT and record keeping skills.
- Ability to communicate effectively both orally and in writing. Good communication skills.
- Good organising, planning and prioritising skills.
- Methodical with a good attention to detail.

Closing date is Friday 19th March. Interviews will be held week commencing 22nd March.

Application form, job description and person specification can also be found on the school's web site www.wolstanton.staffs.sch.uk

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01782 297725.

Bus Supervisors (1+ Posts)**Ref: School/4176/BS**

Salary: £964 - £1,046 per annum
Location: De Ferrers Specialist Technology College, Burton upon Trent, DE13 0LL
Department: De Ferrers 4176
Closing date: 29 March 2010

(Perm, P/T, Term Time)

DE FERRERS Specialist Technology College ~
Trent Campus,
St Mary's Drive,
Burton upon Trent DE13 0LL.
Telephone 01283 239951
e-mail karen.mills@deferrers.staffs.sch.uk

BUS SUPERVISORS

Grade 2 actual salary is £964.00 - £1046.00

3hrs 20 mins per week (40 mins per day). Term time only

We require Bus Supervisors to supervise the safe and orderly conduct of students off the site and on to the buses at the end of the college day.

Closing date – Monday 29th March

For details of the above posts, please contact the college direct or visit our website

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01283 239951.

Clerical Assistant - Part time, Temporary**Ref: School/7003/CA**

Salary: £6,806 - £7,576 per annum
Location: Horton Lodge Community Special School, Rudyard, Nr Leek
Department: Horton Lodge 7003
Closing date: 19 March 2010

(Temp, P/T)

Horton Lodge Community Special School, Rudyard, Nr Leek, Staffordshire. ST13 8RB
Telephone: 01538 306214
email: bursar@hortonlodge.staffs.sch.uk

Horton Lodge Community Special School is a primary school for children with physical disabilities and allied needs.

This post offers an opportunity to provide clerical, financial and administrative support to the admin team. Working under the direction of the School Business Manager candidates need to have excellent communication and interpersonal skills, good ICT skills, experience of cash handling and good numeracy and literacy skills.

"This school is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment"

To request an application pack for this vacancy please contact
Mrs M Martin – bursar@hortonlodge.staffs.sch.uk

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01538 306214.

Clerical Assistant level 2**Ref: School/4115****Salary: £13,874 - £15,444 pro rata per annum****(Perm, P/T)****Location: Queen Elizabeth's Mercian School, Tamworth, B79 8AH****Department: Queen Elizabeth Mercian 4115****Closing date: 17 March 2010**

QUEEN ELIZABETH'S MERCIAN SCHOOL
ASHBY ROAD
TAMWORTH
B79 8AH
TEL: 01827 63798/62241
FAX: 01827 66712
Email: office@qem.staffs.sch.uk

Executive Headteacher : Mr M York

Clerical Assistant Level 2 – 18 ½ hours per week (to be agreed)
Grade 3- £13,874-£15,444 pro rata per annum

required for an immediate start a Clerical Assistant to work within the school office. duties will include Reception and Full Clerical Support. The successful candidate will have excellent skills in Word Processing, Powerpoint, Excel and Desktop Publishing. The ability to work as part of a team with a rotation of duties is a prerequisite.

Full Job description and application available on request from the school.

Closing date for applications is Wednesday 17th March 2010.

All completed application forms to be returned to the school

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

This School is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please telephone our recruitment line on 01827 63198/62241.

Cover Supervisor**Ref: School/4126/CS**

Salary: £16,440 - £18,453 Pro rata (Perm, F/T)
Location: The Friary School, Eastern Avenue, Lichfield, WS13 7EW
Department: The Friary 4126
Closing date: 18 March 2010

THE FRIARY SCHOOL
An Arts and Sports College

Headteacher: D. S. Lister B.A.
Eastern Avenue, Lichfield, Staffs, WS13 7EW
Web Site: www.friary.staffs.sch.uk
E-Mail: office@friary.staffs.sch.uk
Tel: 01543 510631
Fax: 01543 510634
COVER SUPERVISOR : APRIL 2010
Grade 5 Pts 16-20
Salary range £16440 - £18453 pro rata
32.5 hours per week term-time only

Required for April, a full-time cover supervisor to be mainly responsible for supervising classes in the absence of their teacher.

The successful applicant will be additional to the existing team of four supervisors, working in and out of the classroom with students of all ages and abilities, ensuring that appropriate work is completed; there may be other supervisory or administrative tasks throughout the year.

Applicants may come from a variety of backgrounds and bring with them the personal attributes of good interpersonal skills, self-confidence and an ability to work independently as well as being part of a team.

The Friary occupies an attractive modern site and in addition to our specialist school status in Arts and Sports we hold Artsmark, Sportsmark, Every Person Matters, Health Promoting School and Investor in People awards.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. This position is therefore subject to an Enhanced Disclosure check under the rehabilitation of Offenders Act 1974. Further details regarding this check are available from all schools or by visiting www.crb.gov.uk.

An information and application pack is obtainable from the Bursar, Mrs C Rovetto or by downloading from the website.

Closing date: 18th March 2010

To request an application pack for this vacancy, please telephone our recruitment line on 01543 510631.

Data Manager, Curriculum and Examination Officer**Ref: School/4171/DM**

Salary: £33,661 - £37,206 per annum (Perm, F/T)
Location: Fair Oak Business and Enterprise College, Rugeley, WS15 2UE
Department: Fair Oak 4171
Closing date: 24 March 2010

FAIR OAK BUSINESS & ENTERPRISE COLLEGE

Headteacher: Mrs C H Hardman, BEd, MSc
Penkridge Bank Road,
Rugeley,
WS15 2UE
Tel: 01889 802440
Fax : 01889 578761
e-mail: headteacher@fairoak.staffs.sch.uk
website: www.fairoak.staffs.sch.uk

Are you passionate about working with data? Can you support and enthuse our middle leaders and teaching staff with your passion?

Do you have the ability to lead a team of staff to ensure that the administration systems to support curriculum developments and the growing demands of an ever changing examination system are carried out professionally, effectively and with precision?

If you want to join a very dedicated team of support staff at Fair Oak and share in our commitment to raise standards of achievement then we want to hear from you.

Governors are keen to make the following appointment as soon as possible:

Data Manager, Curriculum and Examination Officer
37 hrs per week, whole year

This role is a very important whole College role working closely with the Leadership Group, Subject Leaders and Year Leaders in implementing the College's assessment policy, co-ordinating data and assessment procedures, and overseeing public and internal examinations. You will also maintain the School Information Management System (SIMS) and oversee cover requirements.

You will be working closely with the Director of Progress in producing the curriculum plan and will have line management responsibility for up to 4 members of staff.

Job description and application forms for all posts are available from Mrs D Westwood, PA to Headteacher at the above address or headteacher@fairoak.staffs.sch.uk. (Please enclose an A4 SAE)

The College is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

All successful candidates will be subject to enhanced CRB checks.

Closing date: Wednesday 24th March 2010

Executive Headteacher: Mr M P Sutton BSc MEd

To request an application pack for this vacancy, please telephone our recruitment line on 01889 578761.

E-Learning Web Development Technician**Ref: School/4079/WDT****Salary: £15,551 - £17,455 pa (actual)****(Perm, F/T)****Location: Great Wyrley Performing Arts School, Hall Lane, Great Wyrley****Department: Great Wyrley 4079****Closing date: 22 March 2010**

Great Wyrley Performing Arts High School,
Hall Lane, Great Wyrley, Walsall, WS6 6LQ
Telephone: 01922 857030
headteacher@gwpahs.org

Great Wyrley Performing Arts High School is an ambitious, forward-thinking community secondary school. As a high performing specialist school we require our ICT provision to meet the high aspirations of our students, staff and parents. We are looking to recruit a highly motivated and enthusiastic Technician who would work well in a busy and demanding environment.

The curriculum and administration network is 500+ workstations. The curriculum and administration networks are run by a cluster of servers currently running on server 2008 and 2003 with windows XP plus Windows 7 operating systems on the workstations.

In addition to the maintenance and support of the above the post will demand an excellent grasp of web based products. More and more Web 2 technologies are being used in education with the introduction of virtual learning environments and all the tools that they have available. The post will be primarily to support the application of these and other bespoke web based products designed in school.

It is likely that successful applicant will have the following skills and experience:

- Ability to learn quickly
- Ability to sustain a high level of customer satisfaction
- Experience of working in an ICT environment
- Good practical ICT skills with underpinning knowledge and understanding
- Good time management and organisational skills

To apply please fill in an application form accompanied by a covering letter.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Further details and application forms are available from the school; telephone 01922 857030 or email office@gwpahs.org or can be accessed on the school website www.gwpahs.org

Appointment to this post is subject to a Criminal Record and Background check.

To request an application pack for this vacancy, please telephone our recruitment line on 01922 857030.

ICT Technician**Ref: School/7030/ICT****Salary: £16,440 - £18,453 per annum****(Perm, F/T)****Location: Two Rivers Primary and Two Rivers High Schools****Department: Children & Lifelong Learning****Closing date: 26 March 2010**

Two Rivers High School & Two Rivers Primary School, Glascote, Tamworth, Staffs. 01827 475690
headteacher@tworivers-high.staffs.sch.uk

To work at both Two Rivers Primary and Two Rivers High in Tamworth.

Two Rivers School is

Start date April 19th 2010 [or asap after this date]

Permanent position (full year): 35 hours per week to be split between the two sites

For further details and an application form please contact the head teacher Mrs V A Vernon :Tel 01827 475690 or email
office@tworivers-high.staffs.sch.uk

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01827 475690.

Janitor**Ref: School/4176/J****Salary: £4,147 - £4,500 per annum****(Perm, P/T)****Location: De Ferrers Specialist Technology College, Burton upon Trent, DE13 0LL****Department: De Ferrers 4176****Closing date: 26 March 2010**

DE FERRERS Specialist Technology College ~
Trent Campus,
St Mary's Drive,
Burton upon Trent DE13 0LL.
Telephone 01283 239951
e-mail karen.mills@deferrers.staffs.sch.uk

JANITOR

12 hours per week – whole year

We are looking to appoint a suitable person to provide caretaking tasks and cleaning to support the college, duties will include:

- Ensuring premises are unlocked and secured at agreed times;
- Premises are kept in a safe and tidy condition;
- Health & Safety guidelines are adhered to throughout the college.

Applicants please contact Karen Mills, Trent Campus,
St Mary's Drive, Burton upon Trent DE13 0LL.
Telephone 01283 239951 for an application form and further information.

Written or on-line applications should be returned to the college by Monday 26th March 2010.

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01283 239951.

Key Holder**Ref: School/3100/KH**

Salary: £697 - £724 per annum (Perm, P/T)
Location: All Saint's Church of England Primary School, Rangemore. Burton on Trent
Department: All Saints CE(C) 3100
Closing date: 22 March 2010

All Saints CE(C) Primary School
Tatenhill Lane
Rangemore
Burton-On-Trent
DE13 9RW
Telephone: 01283 712385
e.mail: headteacher@allsaints-rangemore.staffs.sch.uk

Required to start 2nd April (although this is the Easter holidays so is less constrained for the first 2 weeks with only a few contractors booked).

The Governors of All Saints' Church of England (C) Primary School wish to appoint a key holder to work under the direction and instruction of senior staff to ensure the security of our small, rural school on a daily basis.

The post involves securing the school each evening either at the end of the extended school day or after a letting. Occasional weekend and holiday lets and contractor visits (where advanced notice is given) and rare alarm call outs.

The closing date for this application is Monday 22nd March, Please return completed application forms to School. Interviews will be held the week of 29th March. We are having a walk round on Wednesday 17th March 5.30pm where you would be most welcome to visit.

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01283 712385.

Lunchtime Supervisor**Ref: School/2418/LS**

Salary: £12,787 - £13,874 pro rata per annum (Perm, P/T, Term Time)
Location: Ridgeway Primary School, Burntwood, WS7 4TU
Department: Ridgeway 2418
Closing date: 19 March 2010

Ridgeway Primary School, Grange Road, Burntwood, WS7 4TU

Telephone: 01543 510470

Email: headteacher@ridgeway.staffs.sch.uk

Headteacher: Mrs Joanne Jelves

Required from April 2010

Ridgeway Primary School is looking to appoint a lunchtime supervisor to look after children during lunchtimes and make sure that they are safe.

The supervisor role will include:

- To ensure the supervision, safety and welfare of pupils during the mid-day break; in the dining areas, playground and circulation areas.;
- To set out and clear away the before and after lunch;
- To improve children's enjoyment of lunchtime, and their behaviour, by setting up and leading activities and teaching children how to play. This will include supervising team games, encouraging appropriate use of equipment and promoting fair play;

They should enjoy working with children, relate well to staff, act responsibly and be able to keep calm and respond quickly to situations.

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

The County Council is reviewing its pay structure and this post is included in the review. Please be advised therefore that the grade for this post may change.

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

Visits to the school are most welcome. Application forms and further information are available for immediate download or by email from headteacher@ridgeway.staffs.sch.uk or by visiting the school office.

CLOSING DATE: 24th March 2010

To request an application pack for this vacancy, please telephone our recruitment line on 01543 510470.

Lunchtime Supervisors (1+ Posts)**Ref: School/4176/LS**

Salary: £1,931 - £2,095 per annum
Location: De Ferrers Specialist Technology Collge, Burton upon Trent, DE13 0LL
Department: De Ferrers 4176
Closing date: 29 March 2010

(Perm, P/T, Term Time)

DE FERRERS Specialist Technology College ~
 Trent Campus,
 St Mary's Drive,
 Burton upon Trent
 DE13 0LL.
 Telephone 01283 239951
 e-mail karen.mills@deferrers.staffs.sch.uk

LUNCHTIME SUPERVISORS

Grade 2

actual salary is £1,931.00 - £2,095.00 p.a.

6 hours 40 mins per week. Term time only

We are also looking to appoint suitable candidates to join our team of supervisors, duties will include:

- Supervising the safe conduct of students throughout the lunchtime period both inside and outside.
- Preparation and tidying of dining hall before and after lunchtime.
- Ensuring all students return to classrooms.

Closing date – Monday 29th March

For details of the above posts, please contact the college direct or visit our website

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01283 239951.

Mealtime Supervisor**Ref: School/4122/MS**

Salary: £1,688 - £1,832 per annum
Location: Ounsdale High School,Wombourne, WV5 8BJ
Department: Ounsdale 4122
Closing date: 19 March 2010

(Perm, P/T, Term Time)

We are looking to appoint a mealtime supervisor to start as soon as possible. The position will involve working as part of a team under the direction and instruction of senior staff to provide care of the children during the school lunch break.

Further details and an application form are available to download from the school website www.ounsdaleschool.staffs.sch.uk

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01902 892178.

School Crossing Patrol**Ref: SCP22**

Salary: £7.9100 Per Hour
Location: Somerset Road/Tennyson Road, Stafford
Department: Development Services
Closing date: 02 April 2010

(Perm, P/T)

Are you looking for a part-time job that gives you the chance to serve your local community? If so, we might have the ideal opportunity for you.

We currently have a vacancy at Somerset Road/Tennyson Road, Stafford
Working 7hours 30mins per week. Mon-Fri Term time only 8.25 – 9.10am and 3.15 – 4.00pm

Your County Council operates a School Crossing Patrol Service to assist school children on their journey to and from school. We regularly have vacancies for School Crossing Patrols throughout the County and would be pleased to hear from you if you may be interested in doing this essential work. The duties are term time only and are therefore ideally suited to anyone who prefers to take school holidays.

Post holders will receive full training and uniform and payment during school holidays.

If you are interested in applying or would like more details, please telephone Staffordshire County Council on 01785 278855 or 07773 791503

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/SCP22 or telephone our recruitment line on 07773791503.

School Crossing Patrol**Ref: SCP23**

Salary: £7.9100 Per Hour
Location: The Willows, Lichfield
Department: Development Services
Closing date: 02 April 2010

(Perm, P/T)

Are you looking for a part-time job that gives you the chance to serve your local community? If so, we might have the ideal opportunity for you.

We currently have a vacancy at The Willows, Lichfield. Working 7hours 30mins per week, Mon to Fri Term Time only 8.20-9.10 and 3.00 - 3.45

Your County Council operates a School Crossing Patrol Service to assist school children on their journey to and from school. We regularly have vacancies for School Crossing Patrols throughout the County and would be pleased to hear from you if you may be interested in doing this essential work. The duties are term time only and are therefore ideally suited to anyone who prefers to take school holidays.

Post holders will receive full training and uniform and payment during school holidays.

If you are interested in applying or would like more details, please telephone Staffordshire County Council on 01785 278855 or 07773 791503

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/SCP23 or telephone our recruitment line on 07773791503.

Science and Safety Technician**Ref: School/4176/SST****Salary: £13,350 - £14,210 per annum****(Perm, F/T, Term Time)****Location: De Ferrers Specialist Technology College, Burton upon Trent, DE13 0LL****Department: De Ferrers 4176****Closing date: 26 March 2010**

DE FERRERS Specialist Technology College ~
Trent Campus,
St Mary's Drive,
Burton upon Trent DE13 0LL.
Telephone 01283 239951
e-mail karen.mills@deferrers.staffs.sch.uk

SCIENCE & SAFETY TECHNICIAN

37 hours per week, term time only

Actual salary £13,350.00 to £14,210.00 dependant upon experience.

This is a superb opportunity to join the staff of this vibrant and successful college in its ninth year of Technology Status.

We are looking to appoint a suitably qualified Technician with excellent organisational skills to provide general technical support to the Science Curriculum Area, duties include:

- Preparation of materials to support teaching staff;
- Assisting teaching staff in lessons setting up experiments;
- Maintenance of apparatus, ordering/stocktaking of materials.

Applicants please contact Karen Mills, Trent Campus,
St Mary's Drive, Burton upon Trent DE13 0LL.
Telephone 01283 239951 for an application form and further information.
Written or on-line applications should be returned to the college by Monday 26th March 2010.

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01283 239951.

Senior Lunchtime Supervisor**Ref: School/3151/SLS****Salary: £2,161 - £2,406 per annum(Subject to Teacher's Pay & Conditions)****(Perm, P/T)****Location: Haughton St. Giles C.E. (C) Primary School****Department: Haughton St.Giles CE(C) 3151****Closing date: 19 March 2010**

Haughton St. Giles C.E. (C) Primary School,
Prince Avenue,
Haughton,
Stafford.
ST18 9ET
Telephone:01785 780511
office@haughton.staffs.sch.uk

NOR 140, Age Range 3-11

Required from April 2010.

The Governors of our popular and successful school are seeking to appoint a Senior Lunchtime Supervisor to lead our team of friendly and experienced dinner time staff.

Our school is situated in the village of Haughton, between Stafford and Newport. We have a thriving school community and we enjoy strong levels of parental support for our high-attaining learners. Our committed staff work as a dynamic and supportive team.

We are seeking to appoint a Supervisor who has good interpersonal skills to be a supportive team leader, is friendly and professional, can relate well to children and adults and can organise, plan and prioritise.

We can offer you:

- children who love to learn, enjoy school and relate well to adults
- committed, confident and enthusiastic colleagues
- supportive parents and governors

For further details and an application pack please download the documents below or contact the school. All applications are to be returned directly to the school.

Closing Date: 12 noon, Friday 19th March, 2010

Interviews: Monday 29th March 2010

Visits to our school are warmly welcomed. Please contact the school office to make an appointment.

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

This School is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please telephone our recruitment line on 01785 780511.

Site Technician**Ref: School/3042/ST****Salary: £13,874 - £15,039 per annum****(Perm, P/T)****Location: St Edward's CE First School, Leek, ST13 7HP****Department: St. Edward's CE(C) 3042****Closing date: 26 March 2010**

St Edward's CE[C] First School

Hollow Lane,

Cheddleton

ST13 7HP

01538 360435

e-mail: office@st-edwards-first.staffs.sch.ukweb site: www.stedwardsfirst.co.uk

The following position is available now, please log on to the school web site to access application form and further details of the post or telephone Ruth Edwards

SITE TECHNICIAN

12 hours per week – Full Year

Salary £13,874 - £15,039 pro rata

We are seeking to appoint someone to work under instruction of senior staff to provide routine caretaking tasks to support the effective operation of the school, with the main responsibility being to lock / unlock the premises.

Closing Date: 26th March 2010

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01538 360435.

Site Technician**Ref: School/3048/ST****Salary: £7.1900 Per Hour per hour****(Perm, P/T)****Location: All Saints' First School, Denstone, ST14 5HT****Department: All Saints CE(C) 3048****Closing date: 24 March 2010**

All Saints' First School

Oak Road

Denstone

Staffordshire

ST14 5HT

01889 590418

Required from April 2010 a site technician to join the staff at this small village school. The hours are flexible but the successful candidate would be expected to meet all the requirements of the person specification in order to be offered the post.

Details regarding the position and application form are available from the school office.

"This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01889 590418.

Teaching Assistant**Ref: School/4070/TA****Salary: £15,444 - £16,440 pro rata per annum****(Perm, P/T)****Location: Kingsmead Technology College, Hednesford, WS12 1DH****Department: Kingsmead 4070****Closing date: 22 March 2010**

Kingsmead Technology College
King's Avenue
Hednesford
WS12 1DH
Tel 01543 512455
Email: office@kingsmead.staffs.sch.uk

Teaching Assistant
Salary; Grade 4 - £15,444 - £16,440 (pro rata)

10 hours per week

Kingsmead is a popular and successful 11-18 technology college of approximately 1300 students. You will assist students with special educational needs and inclusive practices. You will be educated to a high standard and will be able to support Key Stage 4 students in GCSE classes.

An application form and further details are available online at www.ktconline.org.uk or by telephoning the College.

Closing date for applications: Monday 22nd March 2010.

This college is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from the college or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01543 512455.

Teaching Assistant Additional Needs-Single Pupil**Ref: School/7024/TA**

Salary: £16,440 - £18,453 per annum (Perm, F/T)
Location: Loxley Hall Special School, Stafford Road, Uttoxeter, ST14 8RS
Department: Loxley Hall 7024
Closing date: 26 March 2010

We are seeking to appoint a Teaching Assistant to support an individual pupil who has Additional Needs. This position is linked to the funding of a named Y8 pupil for so long as that pupil remains on roll at Loxley Hall.

The pupils who attend the School are drawn from the whole of Staffordshire and have Statements of Special Educational Needs for Emotional, Social and Behavioural Difficulties.

The person appointed will need to have patience, a sense of humour and the ability to work with young people who have extremely challenging behaviour. Special Schools' experience would be advantageous. Training opportunities are available as part of our Staff Development Programme.

Full details and application packs are available from the School or you can apply online at www.staffordshire.gov.uk/jobs/vacancies

The closing date for applications is 26 March 2010 and interviews will be held on Thursday 01 April 2010.

All completed application forms to be returned to the school

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

This School is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please telephone our recruitment line on 01889 256390.

Teaching Assistant-General(Special School) Level 2**Ref: School/7033/TA**

Salary: £6,177 - £6,576 per annum (Temp, P/T)
Location: Springfield Community Special School, Leek, ST13 6LQ
Department: Springfield 7033
Closing date: 26 March 2010

Springfield Community Special School
Springfield Road
Leek
ST13 6LQ

The following temporary position is now available. It is a Grade 4 position and is for 13 hours per week.

We are looking for a part-time Teaching Assistant who is enthusiastic and committed and has experience of working with pupils aged 3-11 years who present a range of special educational needs.

Please telephone the school for an application pack (tel/fax 01538 383558), email office@springfield.staffs.sch.uk . Further details are available from Mrs Ann Alexander, Support Services Manager at the school.

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This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01538 383558.

Teaching Assistants-Teaching and Learning-General (2 Posts)**Ref: School/3035/TA**

Salary: £7,125 - £7,589 per annum (Perm, P/T)
Location: St Anne's CE(VC) Primary School, Brown Edge, ST6 8TA
Department: St. Anne's CE(C) 3035
Closing date: 22 March 2010

St Anne's C.E.(V.C.) Primary School
St Anne's Vale
Brown Edge
ST6 8TA
Tel: 01782 503102
E-mail office@st-annes-browndedge.staffs.sch.uk

St Anne's Primary School would like to recruit two well motivated reliable and enthusiastic teaching assistants to work with our children:

- one in Early Years –reception class
- second in Year Five

to start in post from April 19th 2010. The positions are for 15 hours a week mornings only. You will be joining a well established, committed and friendly team, who are making a positive contribution to the lives of all our pupils.

Closing date:22nd March –interviews will be held before Easter.

Start date 19th April.

Application packs are available from the school or to download www.staffordshire.gov.uk/jobs. Please return completed forms with a letter of application to the school.

Applicants are very welcome to visit the school – please ring for an appointment.

"This authority /school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment."

The positions are subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01782 503102.

Wraparound Care Club Manager**Ref: School/2340/WCCM**

Salary: £20,099 - £22,845 per annum (Perm, F/T)
Location: Willows Primary School, Lichfield, WS13 7NU
Department: Willows 2340
Closing date: 22 March 2010

The governors of Willows Primary wish to appoint a Wraparound Care Club Manager to run Buds all day childcare centre, a high quality wrap- around daycare provision. This is an exciting opportunity since the existing nursery has been modernized and is now located within the school's new community and learning partnership centre.

The successful candidate must be motivated, energetic, passionate and resourceful. The applicant needs to demonstrate effective leadership skills and have experience of managing other members of staff. In addition, the ability to promote our facility in the local area is essential. The candidate must be suitably qualified with NVQ Level 3.

As we move into a new phase of childcare, the candidate must also be able to inspire the team, leading them forward with a clear vision.

This is a permanent post commencing April 2009. We warmly invite prospective candidates to visit.

Please note an application form is available to complete online.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment"

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. Further details regarding this check are available from schools or by visiting www.crb.gov.uk

To request an application pack for this vacancy, please telephone our recruitment line on 01543 510786.

Social Work

Social Worker**Ref: CLL2273**

Salary: £28,636 - £32,800 per annum
Location: The Old House, Lichfield, WS13 7SQ
Department: Children & Lifelong Learning
Closing date: 02 April 2010

(Perm, F/T)

The importance of making first class assessments and giving high levels of support to foster carers has informed the way we have structured our Fostering Services, recently given an Outstanding Ofsted rating in 2008. The Foster Carer Support East team focuses on developing carers skills to a high level within the CWDC framework and closely supporting placements.

Joining a highly experienced fostering team, your duties will include the Form F assessment of applicants and the support of foster carers, family finding and placement planning for children in care and participation in a countywide Placement Service. Close liaison is maintained with Children's Teams and the therapeutic services of the SUSTAIN project to ensure good outcomes for children. You must be a qualified social worker, ideally with previous experience of fieldwork with children and/or foster carers. Newly qualified social workers with high potential are also encouraged to apply.

For an informal discussion please contact Sue Simmons, Team Manager, on 01543 510136 or Elaine Price, Head of Service, on 01785 276855

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2273 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Offending

YOS Worker (Prevention)

Ref: CLL2270**Salary:** £18,453 - £20,858 Pro rata per annum**(Perm, P/T)****Location:** Youth Offending Services, Cannock**Department:** Children & Lifelong Learning**Closing date:** 26 March 2010

This role involves working within the Prevention team which is undergoing a restructure as part of the newly established Staffordshire Young People's Service.

You will:- undertake ONSET assessments of young people who have been identified as being at risk of engaging in crime or anti social behaviour. You will also provide individual support plans and interventions to young people and their families on a voluntary basis to address their identified needs. Another key part to this role is contributing to the Community Resolution Scheme run in partnership with Staffordshire Police.

You should be self motivated with the ability to work under pressure, you will communicate effectively with both partner agencies and young people and their families/carers. You must have experience and knowledge of working with Children aged 8 - 17years.

You will need to be able to respond quickly to change, work both individually and within a team and willing to take a flexible approach to working hours including some evenings and weekends.

Closing date: Friday 26th March 2010

Interviews:., Thursday 15th April 2010

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2270 or telephone our 24 hour recruitment line on 0845 4520538.

YOS Worker (Prevention)**Ref: CLL2271**

Salary: £18,453 - £20,858 per annum (Fixed, F/T)
Location: Staffordshire Youth Offending Service, Stafford
Department: Children & Lifelong Learning
Closing date: 26 March 2010

This role involves working within the Prevention team which is undergoing a restructure as part of the newly established Staffordshire Young People's Service.

You will:- undertake ONSET assessments of young people who have been identified as being at risk of engaging in crime or anti social behaviour. You will also provide individual support plans and interventions to young people and their families on a voluntary basis to address their identified needs. Another key part to this role is contributing to the Community Resolution Scheme run in partnership with Staffordshire Police.

You should be self motivated with the ability to work under pressure, you will communicate effectively with both partner agencies and young people and their families/carers. You must have experience and knowledge of working with Children aged 8 - 17years.

You will need to be able to respond quickly to change, work both individually and within a team and willing to take a flexible approach to working hours including some evenings and weekends.

Closing date: Friday 26th March 2010
Interviews:., Thursday 15th April 2010

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2271 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Service

Lead Youth Support Worker (3 Posts)

Ref: CLL2251

Salary: £10.6700 Per Hour £12.20 in training £9.50 – £10.67per hour (Perm, P/T)
Location: Various Youth Centres in Burton Area
Department: Children & Lifelong Learning
Closing date: 26 March 2010

Passionate about working with young people? Become part of small friendly team of Youth Workers in either a Youth Centre, mobile or detached setting. We need reliable and innovative individuals, committed to young people aged 11-25 years. We have several Lead Youth Support Worker and Youth Support Worker vacancies in East Staffs & Tamworth Districts in a range of Youth Work settings e.g. Centre based, detached, mobile provision, Duke of Edinburgh Award.

Majority of your time will be spent contacting and developing positive relationships with young people. So good interpersonal skills - ability to communicate appropriately with young people, motivate & enthuse them - are essential. You will support them to develop their personal & social education by providing programmes of positive activities, services and informal learning opportunities they identify. Empowering young people to organise and take responsibility for these activities, events & projects.

Understand and actively promote equal opportunity and anti-discriminatory practice.

Available to work unsociable hours e.g. evenings and weekends, ideally have a recognised Youth Work or equivalent qualification, or have experience of working with young people / providing information, advice & guidance. A comprehensive training programme is available - relevant to the needs of young people and the Service. Local NYA qualification is encouraged. Support the development of our Service by planning, recording & evaluating youth work delivery. Your reward will be a sense of achievement for making a difference and turning young people's lives around.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2251 or telephone our 24 hour recruitment line on 0845 4520538.

Lead Youth Support Worker (2 Posts)

Ref: CLL2261

Salary: £10.6700 Per Hour -£12.20 (Worker in training £9.50-£10.67 per hour) (Perm, P/T)
Location: Grange Youth Centre and Winshill Youth Centre
Department: Children & Lifelong Learning
Closing date: 26 March 2010

An enthusiastic and committed p/t (Lead) Youth Support Workers required to be part of a team encouraging young people to access advice and information through IT / computers at a Community Café within a Youth Centre. Ability to build relationships with young people along with IT skills are essential requirements for this position.

For additional information please contact Gemma Lanchester, Youth Worker - D of E and Accreditation on 01283 239071

These positions are subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2261 or telephone our 24 hour recruitment line on 0845 4520538.

Lead Youth Support Worker (3 Posts)**Ref: CLL2269**

Salary: £10.6700 Per Hour £12.20 in training £9.50 – £10.67per hour (Perm, P/T)
Location: Detached - Uttoxeter, Tamworth and Burton
Department: Children & Lifelong Learning
Closing date: 26 March 2010

Enthusiastic and committed p/t (Lead) Youth Support Workers required to be part of a team delivering youth provision to young people on the streets across each of East Staffordshire (including Uttoxeter) & Tamworth districts. Youth Workers will be required to drive the Mobile when necessary to respond to the needs of young people. Building relationships, delivering projects and programmes so as to motivate and enthuse young people.

These positions are subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2269 or telephone our 24 hour recruitment line on 0845 4520538.

Lead Youth Support Worker**Ref: CLL2246**

Salary: £10.6700 Per Hour – £12.20 in training £9.50 – £10.67per hour (Perm, P/T)
Location: Tamworth Youth Centre, Spinning School Lane, Tamworth
Department: Children & Lifelong Learning
Closing date: 26 March 2010

An enthusiastic and committed p/t Youth Support Worker is required to join a successful group who offer the Duke of Edinburgh's Award to young people in Tamworth District. The work would be with 14-25 year olds delivering the expedition section of the Award.

For additional information please contact Alan Parsons. Youth Worker -D of E and Accreditation on 01827 475785

These positions are subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2246 or telephone our 24 hour recruitment line on 0845 4520538.

Lead Youth Support Worker**Ref: CLL2267**

Salary: £10.6700 Per Hour -£12.20 (worker in training £9,50-£10.67 per hour) (Perm, P/T)
Location: Walton Youth Centre, Walton on the Hill, Stafford, ST17 0LJ
Department: Children & Lifelong Learning
Closing date: 26 March 2010

We require a part-time Lead Youth Support Worker to co-ordinate staff and activities at Walton Youth Centre, Stafford, for young people undertaking the Duke of Edinburgh Award. Experience of working with young people and qualifications and experience in Duke of Edinburgh expedition work would be an advantage.

Tuesday evenings - 7.00pm - 10.00pm

3 hours per week - 52 weeks per year

For an informal discussion please contact Caron Hughes, Divisional Manager on 01785 354633

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2267 or telephone our 24 hour recruitment line on 0845 4520538.

Lead Youth Support Worker**Ref: CLL2253**

Salary: £10.6700 Per Hour £12.20 in training £9.50 – £10.67per hour (Perm, P/T)
Location: Pakistani Community Centre, Uxbridge Street, Burton DE14
Department: Children & Lifelong Learning
Closing date: 26 March 2010

Passionate about working with young people? Become part of small friendly team of Youth Workers in either a Youth Centre, mobile or detached setting. We need reliable and innovative individuals, committed to young people aged 11-25 years. We have several Lead Youth Support Worker and Youth Support Worker vacancies in East Staffs & Tamworth Districts in a range of Youth Work settings e.g. Centre based, detached, mobile provision, Duke of Edinburgh Award.

Majority of your time will be spent contacting and developing positive relationships with young people. So good interpersonal skills - ability to communicate appropriately with young people, motivate & enthuse them - are essential. You will support them to develop their personal & social education by providing programmes of positive activities, services and informal learning opportunities they identify. Empowering young people to organise and take responsibility for these activities, events & projects.

Understand and actively promote equal opportunity and anti-discriminatory practice.

Available to work unsociable hours e.g. evenings and weekends, ideally have a recognised Youth Work or equivalent qualification, or have experience of working with young people / providing information, advice & guidance. A comprehensive training programme is available - relevant to the needs of young people and the Service. Local NYA qualification is encouraged. Support the development of our Service by planning, recording & evaluating youth work delivery. Your reward will be a sense of achievement for making a difference and turning young people's lives around.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2253 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Support Worker**Ref: CLL2245**

Salary: £7.9600 Per Hour £8.88 in training 7.64 - £8.58 per hour (Perm, P/T)
Location: Tamworth District Duke on Edinburgh Award, base -Spinning School Lane
Department: Children & Lifelong Learning
Closing date: 26 March 2010

An enthusiastic and committed p/t Youth Support Worker required to join a successful group who offer the Duke of Edinburgh's Award to young people in Tamworth District. The work would be with 14-25 year olds delivering the expedition section of the Award. The person must have MLTB Walking Group Leader qualification or preferably be a MTLB Mountain Leader and it is essential to have knowledge of the award. This appointment will involve evening and weekend work.

For additional information please contact Alan Parsons. Youth Worker -D of E and Accreditation on 01827 475785

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2245 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Support Worker**Ref: CLL2249**

Salary: £7.9600 Per Hour - £8.88 in training £7.64 - £8.58 per hour (Perm, P/T)
Location: De Ferrers STC. Dove Campus. Burton.
Department: Children & Lifelong Learning
Closing date: 26 March 2010

An enthusiastic and committed p/t Youth Support Worker is required to join a successful group who offer the Duke of Edinburgh's Award to young people in East Staffs District. The work would be with 14-25 year olds delivering the expedition section of the Award and supporting individual young people in completing their eDofE records.

For additional information please contact Gemma Lanchester, Youth Worker - D of E and Accreditation on 01283 239071.

These positions are subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

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To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2249 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Support Worker (9 Posts)**Ref: CLL2248**

Salary: £7.9600 Per Hour - £8.88 in training 7.64 - £8.58 per hour - YSW LYSW £10.67 (Perm, P/T)
 - £12.20 in training £9.50 - £10.67per h
Location: Various sites in Burton, Tamworth and Uttoxeter
Department: Children & Lifelong Learning
Closing date: 26 March 2010

Enthusiastic and committed p/t Youth Support Workers required to be part of a team delivering youth provision to young people on the streets across each of East Staffordshire (including Uttoxeter) & Tamworth districts. Youth Workers will be required to drive the Mobile when necessary to respond to the needs of young people. Building relationships, delivering projects and programmes so as to motivate and enthuse young people.

These positions are subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2248 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Support Worker (2 Posts)**Ref: CLL2247**

Salary: £7.9600 Per Hour - £8.88 in training 7.64 - £8.58 per hour LYSW £10.67 – £12.20 in training £9.50 – £10.67per hour (Perm, P/T)

Location: Grange Youth Centre and Winshill Youth Centre

Department: Children & Lifelong Learning

Closing date: 26 March 2010

An enthusiastic and committed p/t (Lead) Youth Support Workers required to be part of a team encouraging young people to access advice and information through IT / computers at a Community Café within a Youth Centre. Ability to build relationships with young people along with IT skills are essential requirements for this position.

These positions are subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

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To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2247 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Support Worker**Ref: CLL2254**

Salary: £7.9600 Per Hour 8.88 in training 7.64 - £8.58 per hour (Perm, P/T)

Location: Kerria Youth Centre, Tamworth

Department: Children & Lifelong Learning

Closing date: 26 March 2010

Passionate about working with young people? Become part of small friendly team of Youth Workers in either a Youth Centre, mobile or detached setting. We need reliable and innovative individuals, committed to young people aged 11-25 years. We have several Lead Youth Support Worker and Youth Support Worker vacancies in East Staffs & Tamworth Districts in a range of Youth Work settings e.g. Centre based, detached, mobile provision, Duke of Edinburgh Award.

Majority of your time will be spent contacting and developing positive relationships with young people. So good interpersonal skills - ability to communicate appropriately with young people, motivate & enthuse them - are essential. You will support them to develop their personal & social education by providing programmes of positive activities, services and informal learning opportunities they identify. Empowering young people to organise and take responsibility for these activities, events & projects.

Understand and actively promote equal opportunity and anti-discriminatory practice.

Available to work unsociable hours e.g. evenings and weekends, ideally have a recognised Youth Work or equivalent qualification, or have experience of working with young people / providing information, advice & guidance. A comprehensive training programme is available - relevant to the needs of young people and the Service. Local NYA qualification is encouraged. Support the development of our Service by planning, recording & evaluating youth work delivery. Your reward will be a sense of achievement for making a difference and turning young people's lives around.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

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To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2254 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Support Worker (11 Posts)**Ref: CLL2252**

Salary: £7.9600 Per Hour £8.88 in training 7.64 - £8.58 per hour (Perm, P/T)
Location: Various Youth Centres in the Burton Area
Department: Children & Lifelong Learning
Closing date: 26 March 2010

Passionate about working with young people? Become part of small friendly team of Youth Workers in either a Youth Centre, mobile or detached setting. We need reliable and innovative individuals, committed to young people aged 11-25 years. We have several Lead Youth Support Worker and Youth Support Worker vacancies in East Staffs & Tamworth Districts in a range of Youth Work settings e.g. Centre based, detached, mobile provision, Duke of Edinburgh Award.

Majority of your time will be spent contacting and developing positive relationships with young people. So good interpersonal skills - ability to communicate appropriately with young people, motivate & enthuse them - are essential. You will support them to develop their personal & social education by providing programmes of positive activities, services and informal learning opportunities they identify. Empowering young people to organise and take responsibility for these activities, events & projects.

Understand and actively promote equal opportunity and anti-discriminatory practice.

Available to work unsociable hours e.g. evenings and weekends, ideally have a recognised Youth Work or equivalent qualification, or have experience of working with young people / providing information, advice & guidance. A comprehensive training programme is available - relevant to the needs of young people and the Service. Local NYA qualification is encouraged. Support the development of our Service by planning, recording & evaluating youth work delivery. Your reward will be a sense of achievement for making a difference and turning young people's lives around.

This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2252 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Support Worker (D of E)**Ref: CLL2250**

Salary: £7.9600 Per Hour - £8.88 in training 7.64 - £8.58 per hour (Perm, P/T)
Location: De Ferrers STC, Dove Campus, Burton on Trent
Department: Children & Lifelong Learning
Closing date: 26 March 2010

An enthusiastic and committed p/t Youth Support Worker is required to join a successful group who offer the Duke of Edinburgh's Award to young people in East Staffs District. The work would be with 14-25 year olds delivering the expedition section of the Award, experience of BELA required.

For additional information please contact Gemma Lanchester, Youth Worker - D of E and Accreditation on 01283 239071

These positions are subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2250 or telephone our 24 hour recruitment line on 0845 4520538.

Youth Worker**Ref: CLL2268**

Salary: £21,525 - £24,166 or 25,574 – 27,673
Location: Orme Community Centre, Orme Road, Newcastle ST5
Department: Children & Lifelong Learning
Closing date: 26 March 2010

(Perm, P/T)

Staffordshire Young People's Service - Newcastle District is looking to recruit a suitably motivated, enthusiastic and energetic individual to work as part of the Newcastle District Young People's Service Team in the capacity of Youth Worker - Participation.

This post will involve promoting and developing participation opportunities for young people across the Newcastle District and particularly the support and development of the Newcastle Shadow Children's Trust Board and local Youth Forum. The post will involve working with and alongside Schools, Youth Clubs, Youth Projects and Voluntary Youth Projects in the Newcastle Area both during the day, in the evenings and some weekends.

As a Youth Worker Participation (Newcastle District) you will be required to work alongside Staffordshire Young People's Service staff, full-time and part-time, staff in other organisations such as the Borough Council and Voluntary Organisation and Elected Member and lead on the delivery of a range of informal learning opportunities for young people around the area of participation. This position is subject to a "disclosure" check under the "Rehabilitation of Offenders Act 1974". Further details regarding this check and Staffordshire County Council's employment policy will be found within the application pack.

This Authority/school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

To request an application pack for this vacancy, please visit www.staffordshire.gov.uk/CLL2268 or telephone our 24 hour recruitment line on 0845 4520538.