

Careers and School Liaison Advisor, 37 hours per week, term time only plus 1 week, permanent contract



Tees Valley Collaborative Trust established in November 2017, is a Multi Academy Trust based in the North East of England. www.tvc.ac.uk

At the Stockton Sixth Form site, we are seeking to appoint an enthusiastic Careers and School Liaison Advisor who will be responsible for maintaining an efficient and effective careers information, advice and guidance service across the college, co-ordinating work placement opportunities and carrying out liaison work in local secondary schools.

You will have a professional qualification in careers guidance (or be willing to work towards one) and have recent experience of working with college students to provide appropriate guidance on opportunities for personal or career development and progression into HE, Higher Apprenticeships or employment.

Flexibility with regards to working hours is essential as some evening work will be required. In addition, you will be required to be in college at the time of the summer exam results.

Salary: Support Staff Pay Spine, Points 29-32.
Actual starting salary £19,983 per annum based on an FTE of £23,633 per annum.

Closing Date: noon on Wednesday 27th February 2019

Interview Date: w/c 4th March

Start Date: Immediate start available

Please contact the HR Officer at HR@tvc.ac.uk for further information or download an application form from www.stocktonsfsc.ac.uk or www.pursglove.ac.uk

CVs will not be accepted.

Tees Valley Collaborative Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

As this post involves direct contact with, or unsupervised responsibility for, children or vulnerable adults the successful candidate will be required to undertake a Disclosure and Barring Service check before taking up the position. Additional checks will include; identity checks, qualification checks and employment checks, including the investigation of any gaps between jobs and two satisfactory references.

**TEES VALLEY COLLABORATIVE TRUST
PRIOR PURSGLOVE AND STOCKTON SIXTH FORM COLLEGE**

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