



## **Cover Supervisor**

**NJC Grade G, point 19-22 (£13,139 – £14,239 Actual)  
30 hours per week, 38 weeks per year**

We seek to appoint a Cover Supervisor to join our team, delivering pre-prepared work to classes in the absence of the teacher. Other administrative duties are also required. Although this is not a teaching post, it would provide a fantastic opportunity of gaining classroom experience for a candidate who wishes to pursue a career in teaching. Full training will be provided.

Suitable candidates will enjoy working with young people, be flexible and calm in their manner and possess a good sense of humour.

The hours are 8.15am – 3.15pm with a 1 hour lunch break, term time only.

For an application form and further details please visit the vacancies page on our website [www.latimer.org.uk](http://www.latimer.org.uk). Alternatively, please contact Ms Ridley, Principal's PA, on 01536 720310 or email [vacancies@latimer.org.uk](mailto:vacancies@latimer.org.uk).

Please note we do not accept CVs as part of our application process.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post will be subject to an enhanced DBS disclosure.

The Latimer Arts College values the diversity of our workforce and welcomes applications from all sectors of the community.

***Closing Date: Wednesday 23 January 2019***