

ST MARY'S CATHOLIC SCHOOL

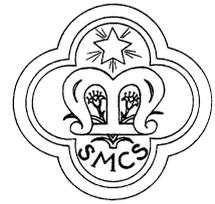
Windhill, Bishop's Stortford, Herts CM23 2NQ

Tel: 01279 654901

Email: headspa@stmarys.net Website: www.stmarys.net

Headteacher: Mr A Celano BSc (Hons) MEd

Voluntary Aided Catholic School with 1000 pupils (Sixth Form 180)



We seek and welcome applications from candidates of all faiths and none, though support for our Roman Catholic ethos is required

**Full Time Learning Resource Centre Manager/Librarian
Term time only
H8 29 £25,951 + £585 Fringe Pro Rata**

A full-time Learning Resource Centre Manager/Librarian is required to manage and develop a thriving, secondary school study centre/library. The ideal applicant will be well organised, use initiative, able to use ICT, with experience of a school library. Salary is payable pro rata on Hay Scale 8 (29-32) from £25,951.

We are seeking an individual with excellent organisational skills and who is able to work unsupervised. We are looking for a proactive, confident and reliable candidate with excellent communication skills. We seek and welcome applications from candidates of all faiths and none, though support for our Roman Catholic ethos is required.

St Mary's is one of a select group of schools which achieved outstanding grades in all areas under the latest OFSTED inspection framework. Inspectors commented "The school's motto 'achieving excellence for all' has become a reality at this outstanding school".

We are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment. A DBS disclosure is required for all successful applicants.

An application form and further details can be found at www.stmarys.net under the vacancies section. Only applications on the school application form can be considered. St Mary's is committed to the equality of opportunity for all applicants, and we reserve the right to interview on a rolling basis, therefore an early application is advisable.

Closing date: Shortlisting will take place on a rolling basis