

Young People's Enrichment Apprenticeship

Salary - £17,346 rising to £17,711

Hours – 37 hours per week (Monday to Friday 9am to 5pm)

Expected apprenticeship duration - 15 months

Possible start date - 31 Aug 2020

Apprenticeship level - Level 3 (A Level)

As a Multi-Academy Trust, we believe in establishing partnerships with the wider local area to create diverse and innovative opportunities for our pupils. Your role as Enrichment Apprentice will help to support this. We are renowned for our innovative use of technology to improve progress, accelerate learning and streamline processes for all staff.

What will the apprentice be doing?

- To work alongside the Family and Community Engagement Lead to establish a full integrated programme linked to school curriculum.
- To support the delivery and monitoring of the Passport to Success plan.
- Set up and run arts-based activities, community/environmental projects, residential activities, outdoor education and sporting activities across the Trust schools.
- Coordinate collaborative enrichment events across the Trust schools.
- Establish and maintain recording systems for the Trust.
- Bring together new partners to support enrichment activities.
- Collaborate with relevant agencies, identify and engage participants in adult / family learning using appropriate promotional strategies.
- Provide student learning opportunities through the Passport to Success ensuring that the services are evaluated and that the evaluation outcomes feedback to the central management team.
- Identify existing centres to deliver community learning with emphasis on ICT.
- Attend conferences, meetings and networks.

- Keep up to date with most recent thinking and practice ensuring there is a focus on community views and engagement.
- Keep the Family & Community homepage updated and to produce marketing information for the communication officer when required.
- Publicise and showcase examples of good practice.

What training will the apprentice take and what qualification will the apprentice get at the end?

Cultural Learning & Participation Officer
Level 3 (A Level)

The location of the one day per week training will be Access Creative College Birmingham.

What is the expected career progression after this apprenticeship?

As the Shireland Collegiate Academy Trust expands, (currently there are 6 schools within the Trust) we hope the Young People's Enrichment Apprentice will continue to support our team and progress to becoming an Assistant Enrichment Officer with the Enrichment team.

Requirements and prospects

Desired skills and personal qualities

Communication skills, IT skills, Attention to detail, Organisation skills, Customer care skills, Problem solving skills, Presentation skills, Administrative skills, Logical, Team working, Creative, Initiative, Non-judgemental, Patience

Things to consider

This role may include travelling across multiple sites. Prior notice will be given when this is needed.

Qualifications

GCSE or equivalent English (Grade 4-9) essential
GCSE or equivalent Maths (Grade 4-9) essential

How to apply



An application form and job description are available from our website
www.collegiateacademy.org.uk

Completed applications should be returned to HR@collegiateacademy.org.uk

Shireland Collegiate Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Closing Date 07 Aug 2020
