



## Exam Invigilators

### Casual Work

#### Grade 1 starting salary £9.00 per hour

This is an exciting time to join The Futures Trust. The Trust is passionate about building brighter futures for the young people who attend its schools, and is a rapidly growing and successful Multi Academy Trust driven by a set of compelling values:

- 1. Learners First** – young people, staff, leaders, governors and trustees totally focused upon the educational benefit of our pupils and students within a safe and supportive environment
- 2. It's About Learning** – young people, staff, leaders, governors and trustees totally focused upon developing and improving the learning of pupils and students underpinned by harmonious and trusting relationships
- 3. No Barriers** – no excuses, only support to ensure young people, staff, leaders, governors and trustees maximise the academic achievement of pupils and students whilst enabling them to develop and flourish as well

We are seeking to appoint reliable, professional and flexible Exam Invigilators to join the examinations team at Stoke Park School. Successful candidates will be committed to building brighter futures and will oversee and supervise examinations, ensuring that guidelines and regulations for the integrity and security of exam papers and procedures are followed during examination sessions.

Effective communication skills are an essential part of the role. You must be able to demonstrate a good level of written and spoken English, and an ability to listen and accurately record information.

With experience of working with young people and an understanding of safeguarding and child protection, your attention to detail, good organisational skills and ability to work as part of a team will make you an ideal candidate.

Full training will be given.

Working hours will be variable depending on the examination requirements, but will normally be between 8.00am and 3.30pm.

**Closing date: Sunday 22<sup>nd</sup> September 2019**

**Applications will be considered on receipt and we reserve the right to close the advert earlier**

Please note that all applications must be received on an application form. We do not accept CV's. Applications should be returned to [chantelle.bayliss@thefuturestrust.org.uk](mailto:chantelle.bayliss@thefuturestrust.org.uk) or to Stoke Park School, Dane Road, CV2 4JW, marked for the attention of Chantelle Bayliss, HR Director.

**The Futures Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share this commitment. The successful candidates for all positions will be subject to an enhanced DBS check.**