



The school is seeking to appoint an enthusiastic and committed individual for the following role,

Family Liaison Officer
Required September 2024
Permanent
Term Time Only +2 weeks – 35 Hours per Week
Grade 6 Points 21- 25 (Actual Salary £27,195 - £29,947 Per annum)

Parrs Wood High School is a thriving and popular secondary school in South Manchester with a richly diverse and truly comprehensive student body which has been judged by Ofsted to be good in all areas. We are a member of the Greater Manchester Education Trust; we are passionate about our students and our community.

We are seeking to appoint a motivated Family Liaison Officer to support the work of our Student and Family Services team. The successful candidate will have significant knowledge and understanding of safeguarding & child protection as well as attendance policies and procedures. The post holder will report to the Student and Family Services Lead, playing a crucial role in supporting families ensuring every student has the opportunity to thrive by promoting excellent attendance and punctuality.

Parrs Wood High School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful applicant will be subject to an Enhanced DBS check and other pre-employment checks.

We understand that investing in our staff is the best investment in our students and offer a wide range of strategies to help our teachers and support staff be highly effective in their roles.

Employee benefits include: -

- Health Cash Plan
- Generous Pension Scheme
- Employee Assistance Programme
- Cycle to Work scheme
- Free parking
- Professional Development and Training
- Company sick pay dependent upon service
- Electric Car Scheme

Further information and application form can be downloaded from the trust website:
<https://gmetrust.org/careers>

Please return your application form to recruitment@parrswood.manchester.sch.uk by **12 noon** on **Friday 2nd August 2024**.

Date of interview, **Thursday 8th August 2024**.

If you have any questions, please contact the school on the address above or telephone number or email: recruitment@parrswood.manchester.sch.uk

As it is not possible to inform each applicant if they have been selected for interview, if you have not been contacted within 5 working days of the closing date, please be aware that you will not have been successful on this occasion.

