



# BOLDMERE JUNIOR SCHOOL

Cofield Road, Sutton Coldfield, B73 5SD

Tel: 0121 464 3656

Fax: 0121 464 1344

Email: [enquiry@bldmerej.bham.sch.uk](mailto:enquiry@bldmerej.bham.sch.uk)

**Executive Head: Mr. C Glasgow**

**Acting Head of School: Mrs K Welch**

Website: [www.boldmere.bham.sch.uk](http://www.boldmere.bham.sch.uk)



***Our Vision: The Federation of Boldmere Schools empowers all children to embrace learning; achieve their personal best; and build their social, emotional and physical wellbeing.***



**Busy Bodies Before and After School Club Play Coordinator  
Grade 2 Sep 3 to 8 (£18,065- £19,945 pro rata) – NVQ Level 3 qualified.**

**Temporary Contract to 31<sup>st</sup> August 2022 (in the first instance)**

**Various hours per week, term time only (hours will be discussed at the interview.)**

**Federation of Boldmere Schools, Cofield Road, Sutton Coldfield, B73 5SD  
Telephone: 0121 464 3656**

The Federation of Boldmere Schools are two very successful three-form entry schools comprising of Boldmere Infant & Nursery School and Boldmere Junior School. We work closely to ensure that we provide a successful educational journey for all pupils in our care.

Busy Bodies before and after school club are looking to recruit a Play Coordinator who is enthusiastic and energetic for their extremely successful before and after school club. If you enjoy working with children and have the ability to plan and organise games/ activities for them to engage in, we would like to hear from you! We are seeking to appoint a dedicated and self-motivated individual with previous experience of working successfully in a before and after school club. You will become part of a successful team of staff and will receive all the necessary training required for this role.

You will be expected to work effectively within a team of thirteen members of staff to provide fun, safe and stimulating activities that support and develop children's learning, play, well-being and social skills. Our children attending this provision are absolutely wonderful, and we are certain you will enjoy working with them.

You will be expected to assist with the day-to-day running of the club, carrying out all associated tasks and duties as outlined within the job description. To be an effective member of our wonderful team of staff the successful applicant will possess excellent communication skills, be enthusiastic, creative, and energetic and have a good sense of humour. We offer a



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friendly supportive working environment with a commitment to the continued professional development of staff.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment. The successful application will require an enhanced disclosure from the Disclosure and Barring Service, and will be subject to all necessary pre-employment checks. This post is covered by part 7 of the Immigration Act (2016) and therefore the ability to speak fluent and spoken English is an essential requirement for the role.

Informal visits to the club are encouraged, however due to the present Government guidelines we advise that you contact the club in the first instance and ask to speak with Kerema, Helen or Jayne on 0121 464 1343. For an application pack please see the Job Vacancies of the school website ([www.boldmere.bham.sch.uk](http://www.boldmere.bham.sch.uk)).

**The closing date for applications is 12:00 midday on Friday 25<sup>th</sup> June 2021.**

**Interviews for successful applicants will take place on Monday 5<sup>th</sup> July/ Tuesday 6<sup>th</sup> July 2021.**

**We look forward to welcoming the right candidate to our friendly setting.**



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