



St. Joseph's RC High School and Sports College
Sefton Lane New Road
Horwich
BOLTON
BL6 6HW

Headteacher: Mr T McCabe
Telephone: 01204 697456

Housekeeper Grade A SCP 3
Actual Salary £14,862.31

Term time + 3 days

This is an exceptional opportunity to join us at a truly exciting moment in the school's journey. The Governors of this highly successful and oversubscribed 11–16 Voluntary Aided Roman Catholic High School are seeking to appoint a **Housekeeper** to play a vital role within our school community.

This is far more than a cleaning role.

Yes, floors need mopping, tables need wiping, bins need emptying and occasionally a blocked toilet needs attention ...this is the role. However, because you will work face-to-face with young people every day, this role is about much more than maintaining a clean environment.

We are looking for someone who will become a trusted and familiar presence within the school. Someone who notices when a young person seems quieter than usual, appears unsettled, or has changed their normal patterns of behaviour. At times, you may be a listening ear, a reassuring adult, an encourager, or the person who spots that a child needs additional support, referring them on to our pastoral team.

Working in a trauma-informed school means understanding that behaviour often communicates need. The successful candidate will help create a safe, nurturing and welcoming environment where every young person feels valued and cared for. Sometimes this role requires the eye of a detective, noticing the small things others might miss. Sometimes it requires the compassion of a parent, the patience of a counsellor, and the commitment of someone who genuinely wants to make a difference in the lives of young people. We now that our most vulnerable young people need a really clean environment because they deserve it.

If you have a heart for service, enjoy working with children, and believe that small acts of care can have a life-changing impact, then this could be the role for you.

The successful candidate will have:

- A commitment to maintaining high standards of cleanliness, hygiene and safety across the school site.
- The ability to build positive and professional relationships with young people and staff.
- A caring, approachable and supportive manner.
- The confidence to report concerns and contribute to safeguarding the welfare of pupils.
- The ability to work independently and take pride in creating a clean environment where young people can thrive.
- Excellent organisation and time-management skills.
- A genuine desire to serve others and make a positive difference within a school community getting stuck in and doing whatever needs to be done.

What we offer

As a Catholic Christian community, we provide a warm and supportive environment where staff work collaboratively to put pupils at the centre of everything we do. You will have the opportunity to work with wonderful young people and a dedicated staff team who are deeply committed to their success and wellbeing. We are ambitious for our students and relentless in our mission to transform lives through exceptional educational experiences. Every member of staff plays an important role in that mission, and our Housekeeper is no exception. Through creating a clean, safe, welcoming and caring environment, you will make a significant contribution to the daily lives of our young people.

**Do you have the compassion, dedication and commitment to serve young people?
Come and be part of our life-transforming team.**

Safeguarding

The school is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. The post is subject to an enhanced DBS check.

How to Apply

Application packs and further information can be obtained by contacting:

Mrs Sheenagh Currass – Headteacher's PA: recruitment@st-josephs.bolton.sch.uk

Alternatively, application materials can be downloaded from:

- The school website
- Greater Jobs
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Applications to be received by: 15th October Midnight

Shortlisting: TBC

Interviews: TBC

Our Ideal Candidate

We are not necessarily looking for someone with years of cleaning experience, although this would be welcomed. We are looking for someone who sees young people, not just jobs that need doing. Someone who understands that a smile, a conversation, noticing that a child is having a difficult day as they are mopping the floor, or taking pride in the environment they work in can have a profound impact on a young person's sense of belonging. For the right person, this is not simply a housekeeping role. It is an opportunity to serve, support and help transform the lives of young people every single day.

Please return application forms to: recruitment@st-josephs.bolton.sch.uk