



Queen Elizabeth's Grammar School

## **KS5 Learning Support and Careers Coordinator**

**REQUIRED FOR SEPTEMBER**  
**Salary Scale: QEGS 5.1 - 5.5**  
**£23,814 - £26,703 pro rata**  
**(£27,682-£31,040)**

37 hours per week, term time only plus one  
week (39 weeks per year)

8am-4pm Monday-Thursday, 8am-3:30pm Friday.

Queen Elizabeth's is seeking to appoint a KS5  
Learning Support and Careers Coordinator to  
support the work of the Sixth Form and the wider  
school community.

The successful candidate should be flexible, well  
organised and possess excellent communication and  
ICT skills. Good levels of literacy and numeracy are  
essential as well as being patient and diplomatic.

Duties will include providing support with  
attendance and wellbeing support for students as  
well as working collaboratively with other key staff  
on a variety of areas including careers guidance  
provision.

For further information and to apply please visit  
[www.queenelizabeths.kent.sch.uk](http://www.queenelizabeths.kent.sch.uk)  
or telephone the school office.

Please complete and return the School Application  
and Ethnicity Forms.

**Closing date: 5pm Friday 30th May**  
**Interviews: Friday 6th June**

Abbey Place, Faversham, Kent ME13 7BQ

Tel. 01795 533132

1101 on roll

Headteacher: Amelia McIlroy

Queen Elizabeth's Grammar School is committed to  
safeguarding and promoting the welfare of children and  
applicants must be willing to undergo child protection  
screening appropriate to the post, including DBS checks