



The Levels Academy Trust
Registered address: Huish Episcopi Primary School, North Street, Langport,
Somerset TA10 9RW

Clerk to Trustees
Grade 13 £18,672 - £20,541 Pro Rata
Equates to approximately 6 hours per week averaged over the year

Our Academy consists of Hambridge Primary School, Huish Episcopi Primary School, Middlezoy and Othery Village School. The Levels Academy Trust has the advantage of bringing the benefits of a Trust structure to small and friendly primary schools which maintain their own individual character and autonomy. Our children are enthusiastic, happy and eager to learn. Our staff teams are fully committed to provide educational excellence in our schools. We welcome applications from like-minded individuals who want to make a difference to the lives of children in our community. The MAT board are looking to recruit a Clerk to support them in their roles as members and trustees. The successful applicant will need to be able to attend both daytime and evening meetings, draft agendas and take minutes, update governors on current legislation, ensure that the MAT board operates within DFE guidelines and generally support the trustees, members and local governing bodies, including the sub-committees of the MAT board as appropriate. Clerk training is available through Governors Support Services for the suitable candidate.

Informal visits to the schools are welcomed. Please contact Joan Meredith, Business Manager at Huish Episcopi Primary School on 01458 250673 or email jmeredith@educ.somerset.gov.uk.

The Levels Academy Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this. The successful candidate will require an enhanced DBS check.

Closing Date: 9am Monday 28 January 2019

Interviews: Week commencing 04 February 2019

For more information and an application pack, please visit the Levels Academy Trust website: www.levelsacademytrust.co.uk

or contact the Academy office directly on: Tel: 01458 250673 or email Mrs Joan Meredith Business Manager jmeredith@educ.somerset.gov.uk