



Re-founded 1555

Ripon Grammar School

Helping shape the future since 1555



Head of Careers

Required for October 2022

30 hpw, term time only + 5 Training Days

Salary NYCC Grade I (points 23 -26)

[current salary at point 23 = £19,577 pa, pay award pending]

Ripon Grammar School is seeking to appoint a Head of Careers to be responsible for the careers programme throughout the school.

A qualification in Careers Guidance at level 6 or 7, the ability to engage and motivate young people together with a current knowledge of post-16 and post-18 options are essential.

The full job description and person specification for this post is available on our school website www.ripongrammar.co.uk/about-us/vacancies together with an application form.

Judged as **outstanding** by **Ofsted**, Ripon Grammar School is a co-educational grammar school achieving academic results that place it among the leading schools in the North of England.

The school takes pride in serving the small cathedral city of Ripon and the surrounding rural communities as well as the wider population of North Yorkshire through its boarding facilities.

As an academically selective school our aim and commitment is to enable all students to realise their intellectual and personal potential and to ensure they progress with success and confidence to the next phase of their lives.

Closing date for applications – Monday, 5 September 2022

Interviews to be arranged with successful candidates

Please email your application to [Mrs Patricia Hargraves, Headmaster's PA, at hargravesp@ripongrammar.com](mailto:hargravesp@ripongrammar.com) with a covering letter addressed to Mr Jonathan Webb, Headmaster, outlining why you are interested in this position.

This school is committed to safeguarding and promoting the welfare of our pupils and young people. We have a robust Child Protection Policy and all staff will receive training relevant to their role at induction and throughout employment at the School. We expect all staff and volunteers to share this commitment. This post is subject to a satisfactory enhanced Disclosure and Barring Service criminal records check for work with children.