

Application Process

Application deadline

Completed applications must be received by 16 September 2019 . Please submit your documents:

Online through our website: <http://www.mossbourne.org/vacancies/>;

Completing your application

Candidates are asked to complete all the standard information required on the application form, and to submit a supporting statement, outlining your suitability for the role.

Discussion and visits

Confidential and informal discussions with the CEO are welcomed- please arrange a suitable time with Jennifer Clarke, PA to the CEO on jclarke@mossbourne.org.

Selection procedure

Shortlisted candidates will be invited in to complete an assessment and to interview with a panel. We hope to appoint to this position by 27 September 2019 with a start date of January 2020. Shortlisted candidates will be given more details.

References

Candidates are advised that references will be taken up immediately after shortlisting. Candidates are asked to ensure that their referees are warned of the need to respond within the set timescale. In all cases at least one professional reference is required. The post will be offered subject to satisfactory completion of pre-employment checks.

Prior to appointment, formal checks will be made in accordance with the current statutory requirements relating to child protection.

