**WYVERN COLLEGE**

**BOTLEY ROAD, FAIR OAK, EASTLEIGH, HANTS, S050 7AN**

E-mail: [hrdept@wyvern.hants.sch.uk](mailto:hrdept@wyvern.hants.sch.uk) Tel. 023 8069 2679

**LIBRARY ASSISTANT (Scale C, £25,186 - £26,244 FTE range)**

**23 hours per week, across 5 days ~ 39 weeks per year**

We have a vacancy for a Library Assistant working 23 hours per week, term-time only. Ideally, we are looking for someone with an interest in children’s literature who has good communication skills and some experience of working with young people either in a paid or voluntary capacity. It would be an advantage if the successful candidate has knowledge of library systems and an understanding of reading materials for 11 to 16 year olds.

Staff benefits include a cycle to work scheme, discounted childcare in our on-site nursery, and discounted use of our sport and fitness facilities.

The college is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful applicant will be required to undertake an enhanced disclosure and barring service check. All appointments are subject to the satisfactory completion of all pre-employment checks.

Wyvern is a 11-16 mixed comprehensive school, serving the communities of Fair Oak, Horton Heath, Bishopstoke, Durley and Upham and the surrounding area. Increasingly, families from outside the catchment area are seeking Wyvern places for their children.

**We offer:**

* Generous annual leave entitlement
* Generous LGPS scheme
* A friendly and supportive work environment where staff feel valued
* Good training & development opportunities
* Discounted childcare in our on-site nursery
* Discounted use of our sport and fitness facilities
* Cycle to work scheme and tech schemes
* Free parking & many other benefits

The college had its latest Ofsted inspection in December 2023. The college was judged to be a strongly “Good” school. The report validated our own assessment of the college – there were no surprises! It described Wyvern well:

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Application packs available from [www.wyverncollege.org.uk/recruitment](http://www.wyverncollege.org.uk/recruitment)

Closing Date : **Friday 3rd October**

**Disclaimer: We reserve the right to close a vacancy earlier than the advertised date if we receive applications that meet the criteria. Once a vacancy has closed, we are unable to consider further applications, so please submit your application as soon as possible to avoid disappointment.**