



LIBRARIAN

JOIN OUR TEAM

Post Title: Librarian

Contract Type: Permanent 20 hours per week
(Term time only, 40 weeks per year)

Reporting to: Team Leader of English

Salary Range: £25,186 - £26,244 pro rata per
annum (actual salary £11,943 - £12,445)



ROLE PROFILE

We are seeking an enthusiastic and proactive individual to manage, develop and promote the Perins School Library as a vibrant, inclusive learning environment.

This is a unique opportunity to work collaboratively with staff and students to support teaching, learning and wider reading.

As Librarian, you will supervise and support students using the library for reading, study and research, as well as developing strategies that enhance students' learning and literacy.

The successful candidate will have knowledge of literature and resources appropriate for secondary-age students and the ability to build positive relationships with teenagers and staff.

Perins School offers a supportive and rewarding work environment, with opportunities for professional development and growth. If you are a dedicated and enthusiastic individual who is ready to make a positive impact on the lives of our students, we encourage you to apply.

USEFUL LINKS



[Vita Multi Academy Trust](#)



[The History of Perins School](#)



[Our Ofsted report](#)



[Meet our Head of School
Mr Nevola](#)



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Perins is a fantastic school with a committed and enthusiastic staff body, which makes it a great place to be. I really do take pride in working at Perins and strive to play my part in creating a fantastic learning environment.

Team Leader

LIBRARIAN ROLES AND RESPONSIBILITIES

- Manage the library and its resources effectively so that it remains an organised, accessible and engaging learning environment.
- Support individual students in developing strong research and independent learning skills.
- To initiate and lead reader-development strategies that promote a love of reading across the school.
- To contribute to the effective management, monitoring and progress tracking of SPARX Reader, ensuring students are supported and encouraged to engage with their reading targets.
- Manage the library area and develop its resources to support whole-school improvement.
- Establish and maintain an outstanding stock of learning and reading resources.
- Work with the Team Leader of English to manage the library budget and determine appropriate allocations for books, newspapers, stationery and other resources.
- Supervise daily use of the library and select, train and organise student librarians.
- Liaise with the Team Leader of English and the Learning Support team to identify students who require additional reading support.
- Promote the library throughout the school through book talks, displays, booklists and book sales/ revision guide and exam pouches sales.



Aspire **TODAY** *Inspire* **TOMORROW**

Qualifications & Person Specification

- Qualified to at least GCSE grade 4 or equivalent in Maths and English.
- Educated to at least A Level or equivalent.
- A librarian qualification would be advantageous.

Experience

- Experience of working with young people and supporting their individual needs.
- Experience of working in a library, ideally within a school or college is desirable.

Essential Skills

- Strong communication skills, with the ability to build positive relationships with students, staff, and parents.
- Ability to connect and relate to young people.
- Able to work in a pressurised environment, and to organise and prioritise.
- Confident in using IT to access, retrieve and organise information.
- Knowledge of literature and resources appropriate for secondary-age students.
- Skills and confidence to instruct groups of young people.
- A positive, proactive attitude and the ability to work effectively as part of a team.

BENEFITS



Remuneration: Support staff salaries are based on HCC grades.



Holiday: Our teachers work in line with Hampshire School terms. Support staff have a generous annual leave allowance, that is either wrapped up in your monthly pay (term time only contract) or can be taken at any time during the year (52 week contracts)



Pension: Support staff benefit from membership in the Local Government Pension scheme. These pension schemes are renowned for their generosity.



Discounts: We offer a wide range of voluntary discounts via our partners KAARP.



Childcare: Reduced pre-school fees at Perins Pre-School. Reduced fees at the breakfast and afterschool club based at Sun Hill Junior School.



Training : We have a strong CPD ethos, and encourage life-long learning. Regular CPD sessions are held at school.



Free on site gym



Weekly 'cake break' hosted by each department.



Cycle to work scheme



Free car parking



Thank you for your interest in the Librarian position at Perins School. To ensure a smooth application process, please complete the following sections of the application form:

By following these guidelines, you can increase your chances of a successful application.

Best of luck!

GUIDANCE FOR APPLICATION FORM COMPLETION

Employment History

- **Current Employer:** Provide details of your current position, including job title, start date, and key responsibilities.
- **Previous Employers:** List all previous employers, including part-time, temporary, and voluntary positions. Provide start and end dates, job titles, and key responsibilities for each role.
- **Employment Gaps:** If there are any gaps in your employment history, please explain the reasons for them.

Formal Education

- **Qualifications:** List all relevant educational qualifications, such as degrees, diplomas, and certifications.
- **Subjects:** Specify the subjects studied for each qualification.
- **Grades:** Include your grades or scores for each qualification, if applicable.

Safeguarding Children and Adults

- **Commitment to Safeguarding:** Declare your commitment to safeguarding children and adults, as required by Vita Multi Academy Trust.
- **References:** Provide references from individuals who can vouch for your suitability to work with children and adults. These references should ideally be from managers or supervisors who have worked with you in a school setting.

Additional Tips:

Read the application form carefully before starting to ensure you understand all the requirements.

Be as specific and detailed as possible in your responses.

Proofread your application carefully to avoid any errors.

Pre application tours welcome.

If you have any questions, please don't hesitate to contact the HR department for clarification.



I sincerely hope that you find the information provided useful, and that the position is attractive to you. All appointments to our staff are important; however, the appointment of the right staff to secure the continued success of Perins School is essential.

If you feel you are up to the challenge, to embark on this truly exciting opportunity of working at Perins School, with exceptional support provided by an experienced and committed team of lead practitioners and if you believe you can contribute to our exciting future, I invite you to make an application to be part of the amazing Perins staff team.

Mark Nevola - Head of School



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