

15 July 2026

Dear Applicant,

Thank you for your interest in the Specialist Support Assistant (Complex Needs) role at Birmingham Independent College (BIC).

We are pleased to invite applications from experienced and dedicated Support Assistants who meet the criteria outlined in the person specification and are excited by the opportunity to join our specialist college. We are looking for individuals who have a minimum of two years working in the UK education system at SEND provisions. You should consistently strive for excellence and are genuinely passionate about supporting and nurturing students with Complex Needs to achieve their full potential.

At BIC, our hours are Monday to Thursday, 8:30 – 15:00. This is a term-time only position, working 26 hours per week (including a 20-minute lunch break). Salary will be £13,689.00 to £16,731.00 annualised (dependent on experience).

We are keen to recruit as soon as possible, and interviews will be held at any point before the start of the new school year in September.

We hope you feel inspired by the opportunity to contribute to the continued growth and success of BIC. We would be delighted to receive your application and learn more about your interest in joining our team.

Yours sincerely,

Vivienne Lambert
Operations Manager