



Advertisement for Executive Officers SWALSS

Start date: 1st September 2018

Duration: 1 Year (in the first instance)

Location: Home based with some travel across the southwest of England

Number of working days: 100 or 50 if one part of the role is taken – (see below)

Pay: £275 per day to include all expenses

Would you like to make a difference to the most vulnerable young people in the country? Have you got a spare few days? Are you, or have you been, a senior leader within a Special Needs setting?

We need you!

We are SWALSS (South and West Association of Leaders in Special Schools). We are a highly successful and respected organisation that organises and supports the training of all those who work with students who have special educational needs. Typically, we run 4 conferences a year as well leadership courses and the funding of research bursaries.

Our CEO is retiring after many years of wonderful service. We are looking for 1 or 2 Executive Officers to take on his role and have divided the role to allow for this flexibility. Prospective candidates can choose between taking on one role or both. (A maximum of 50 days is allocated to each role).

Role 1:

- Developing of external partnerships and coordination of links with teaching schools, DfE, Ofsted and SEN forums
- Developing a new SWALSS consultancy service
- Development of marketing and PR including the website, Facebook and Twitter

Role 2:

Overseeing and development of SWALSS CPD, including:

- The Conferences (Headteacher, Deputy Headteacher, School Business Managers and Governors)
- The Leadership Course
- Single day training

Please visit the SWALSS website SWALSS for a job description and person specification. If you require more information do not hesitate to contact Michael Loveman, the Chair of SWALSS, at mloveman@torbridge.net

If we have convinced you to apply, and we hope you do, please send a letter of application and a C.V. with 2 referees (one from your most recent placement) to Issy Johnson at swalssfinance@yahoo.com

The closing date is **Friday 29th June 2018** with interviews for successful candidates on **Tuesday 10th July 2018** at Ellen Tinkham School, Exeter.

May we wish you the best of luck!