

The Trustees are looking to recruit to the post of  
**APPRENTICE PERSONAL CARE ASSISTANT**

£8,946 per annum

Full time / Full year

Commencing as soon as possible

New Bridge Multi Academy Trust (MAT) presently comprises New Bridge School, New Bridge Learning Centre, Spring Brook Academy, Hollinwood Academy (all situated in Oldham) and Hawthorns School (situated in Audenshaw). Our new AP free school, the Springboard Project is opening in September 2019. We support the learning, social and pastoral needs of over 700 young people aged between 4 and 19 years.

We are looking to recruit a resilient, compassionate and highly motivated Apprentice Personal Care Assistant who will relish the opportunity to develop their own practice within one of the UK's most diverse educational organisations.

The role is primarily to support young people who have a range of learning and physical complexities with their personal care needs, which include toileting, dressing, eating/feeding and drinking.

Previous experience in a caring or similar environment would be an advantage but we will provide training for the right candidate.

**Main Duties include:**

- Maintain and develop high standards of personal care under the direction of the Director of Care and/or management team within the school
- Support young people with their personal care needs which include toileting, dressing, eating/feeding and drinking
- Establish rapport and respectful, trusting relationships with young people, acting as a role model and setting high expectations.
- Promote inclusion and acceptance of all.
- Assess the needs of young people and use detailed knowledge of personal care needs to support them.
- Ensure safety, welfare and personal hygiene (Basic First aid to be included where appropriate).
- Assist with the supervision and feeding of pupils and students during the lunch time period.
- Provide specific feedback in discussion with young people on their progress and achievement, in line with school policy.
- Contribute to the overall development of the school and its young people by attending and contributing to staff meetings and training where appropriate.

**Key skills and abilities**

- The ability to demonstrate empathy with young people who have a range of learning and physical needs.
- The ability to work as part of a dedicated team.
- The ability to communicate, both orally and in written form, with a range of parties including parents, teachers and classroom support assistants and para-medical staff.

- The ability to lift manually and with any hoist equipment provided (after training).
- The ability to feed and supervise young people (after training).
- Good literacy and numeracy skills
- Familiar with the use of basic technology – computer, photocopier etc.
- The ability to work to deadlines
- The confidence to work on and off site with young people.

Successful candidates will be employed on a 12 or 18 month contract and complete a Health and Social Care diploma during that time. Whilst we are unable to guarantee a permanent contract at the end of the Apprenticeship, we expect opportunities for permanent employment to become available.

Please note there is no age limit to access an Apprenticeship. The Apprenticeship pay rate applies for the first twelve months and then Apprentices move onto their applicable statutory age rate. We would be particularly interested in male applicants.

New Bridge MAT is committed to safeguarding and promoting the welfare of children and applicants must have a commitment to safeguarding young people. This post is subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service and references will be sought prior to interview.

**Salary:** New Bridge Apprenticeship Rate £8,946 per annum (£4.68 per hour)

**Hours of work:** 36 hours 40 minutes per week / full year

**Based:** At any site of the New Bridge MAT

**Commencing:** As soon as possible

**Closing Date:** Sunday 19<sup>th</sup> May 2019

**Further information & site visit:** Kelly Lockwood, Director of Care – 0161 883 2401 or [kellylockwood@newbridgegroup.org](mailto:kellylockwood@newbridgegroup.org)

**Completed application forms** to be returned to: [hr@newbridgegroup.org](mailto:hr@newbridgegroup.org)