**Careers Advisor**

**37 hours Term Time plus 5 days**

**Salary: £28,900 to £32,909 FTE**

Fir Vale School is seeking to appoint a well-qualified, enthusiastic and inspirational Careers Advisor to join our academy.

As a Careers Advisor, you will provide high quality, impartial, information, advice and guidance (IAG) to help young people make well-informed and realistic decisions about their progression routes.

Your role will include the provision of IAG, organising careers events, promoting and co-ordinating work experience as well as establishing an effective network of partners including educational institutions, employers and specialist providers.

You will be excited and passionate about the education of children and have a professional and courteous manner. Experience of dealing with difficult situations and confidential information is essential along with a commitment to the safeguarding of children.

If you have Careers Advisor experience, this could be the role for you. You would be joining an established and supportive team, where you would be well supported within your role.

The school is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment. The successful candidate will be required to complete a Disclosure and Barring Service form in line with Section 115 of the Police Act 1997.

For further information and to obtain an application form, job description and person specification, visit [www.firvale.com](http://www.firvale.com)

All applicants are required to complete a Fir Vale application form.

Applications/enquiries to be submitted to: mshiels@firvale.com

The closing date for receipt of applications is 31 August 2023. Interviews to be held w/c 4 September 2023

Completed forms should be submitted direct to the school by email to mshiels@firvale.com or by post to Marie Shiels, Business Manager, Fir Vale School, Owler Lane, Sheffield, S4 8GB.