

**Vacancy – Family Support Worker (Part Time 0.6)**  
**Grade 6 (SCP 12 to 18) – Full Time Equivalent to £27,711 - £30,559**

**Actual Salary – Term time only £14,930 - £16,465**  
**Term time only, 22.5 hours per week**

**About us**

WMG Academy Solihull is a thriving ‘business like, business led’ academy for aspiring young Engineers in key stage 4 and 5, emphasising science, technology, engineering and maths, offering GCSEs including core subjects and A Levels or Technical qualifications or both. The career-based education on offer engages students, helping them find their niche, reach their potential and kickstart a career in the real world.

From the business dress to the structure of days, as well as opportunities to work with companies on real-life projects, parents see their child’s confidence grow and their employment potential soar.

**Who we’re looking for**

Someone to work with students (aged 14–19) and their families, within the academies Learning Support Centre, providing timely support, early intervention, and guidance to help them thrive academically, socially, and emotionally—enhancing engagement, attendance, and safeguarding.

**DUTIES AND RESPONSIBILITIES**

**1. Family Engagement & Support**

- Build trust with parents/carers and young people.
- Deliver one-to-one support—for example: attendance issues, exam anxiety, or mental well-being concerns
- Offer parenting guidance, relationship building, and practical life skills support
- Signpost families to external support (e.g., mental health services, job/employment advice, housing)

**2. Attendance & Behaviour**

- Monitor student attendance and punctuality; proactively contact families regarding concerns
- Collaborate with Attendance Officer and pastoral team to improve attendance
- Assist with developing behaviour strategies and support reintegration plans after suspensions or periods of absence

### 3. Safeguarding & Early Help

- Act as part of the safeguarding team—identify and report concerns per academy policy.
- Make referrals to external agencies (e.g., Early Help, Solar) and attend relevant case conferences (e.g., TAF, CIN).
- Maintain accurate records and contribute to Early Help Assessments.

### 4. Partnership Working

- Liaise with internal staff—tutors, SENDCo, HoD's and ESLT—to coordinate introductions and supports.
- Work alongside external partners: Solihull local authority, health services, charities, employers for post-16 progression.
- Attend multi-agency meetings to develop wrap-around support.

### 5. Programmes & Workshops

- Develop and deliver small-group programmes focusing on resilience, study habits, emotional health, and employability.
- Undertake home visits and community outreach initiatives.
- Contribute to open events, parent evenings, and career fairs to promote student welfare.

### 6. Pastoral Duties

- To be involved in the pastoral life of the Academy, fulfilling mentoring and pastoral roles in which your status as a role model within the academy is used to raise learners' aspirations and signpost effective personal development opportunities;
- Assist with enrichment activities, e.g. small sports activities, engineering projects, creative or learning support groups.

### What we can do

Professional development is key to our ongoing success, so we continually invest in our employees through our learning and development opportunities, mentoring and progression opportunities across academies and engaging with our team of leading education experts.

We can also offer you a range of benefits, including competitive salaries, hybrid working where this is appropriate, flexible working, pension scheme and generous holiday entitlements.

### Key Dates

Application Closing Date & Time:	<b>Tuesday 15<sup>th</sup> July 2025</b>
Interview Date(s):	<b>Thursday 17<sup>th</sup> July 2025</b>
Proposed Start Date: ASAP:	<b>September 2025</b>

## **Application Process**

To apply for this vacancy please use the completed the Application Form fully and return this to:

J Bird at [solihullrecruitment@wmgacademy.org.uk](mailto:solihullrecruitment@wmgacademy.org.uk)

Please note that we do not accept CVs and applications in this form will not be considered.

You should ensure your application form and supporting statement address all elements of the person specification. We will only consider candidates who meet the vast majority of the essential criteria outlined in the person specification.

## **Our Commitment**

WMG Academy is committed to safeguarding, safer recruitment and promoting the welfare of pupils. Our comprehensive recruitment and selection processes aim to discourage and screen out unsuitable applicants. Successful candidates are subject to rigorous pre-employment checks. You will be required to provide evidence of identity, right to work in the UK, complete an enhanced DBS clearance and provide proof of professional qualifications. Online searches will be carried out as part of the recruitment process.

We are equally committed to eliminating discrimination and encouraging diversity. We aim for our workforce to be representative of society and that each employee feels respected. We oppose all forms of unlawful and unfair discrimination.