

## **Wakefield Grammar School Foundation**

**Wakefield Grammar School Foundation is one of the country's leading families of single-sex independent day schools – Queen Elizabeth Grammar School and Wakefield Girls' High School Junior and Senior Schools.**

### **Learning Resources Assistant**

**Actual Salary £8,462 pa with progression to £9,354 pa**

**25 hours per week (1pm – 6pm), term time only**

Based at Wakefield Girls' High School, Senior School, you will assist in the day-to-day running of the School Learning Resource Centre by advising and assisting pupils, taking part in library based events, shelving library materials and clerical work. You will also have sole responsibility for the supervision of pupils after school.

You should have a flexible attitude, excellent communication and interpersonal skills, along with ICT skills. Experience and genuine enjoyment of working with and relating to students aged 11 – 18 is essential.

### **AV/SALT Technician**

**Actual Salary £13,319 pa**

**37.5 hours per week (8am – 4.30pm), term time only**

**One year fixed term contract**

Working at both our Senior and Junior Girls' Schools, you will assist with technical support, including AV/PA and lighting systems for whole school events. You will work with our Music, Languages and Drama departments and also assist with general ICT support at the Senior School.

You should have experience or knowledge of stage lighting systems, recording equipment and video/sound editing software along with ICT skills. Experience and genuine enjoyment of working with and relating to students is desirable.

Further details and an application form for either post can be obtained from our website or The Headmistress, Wakefield Girls' High School, Wentworth Street, Wakefield WF1 2QS.  
Tel: 01924 231609. Email: [lmaddick@wghsss.org.uk](mailto:lmaddick@wghsss.org.uk)

Closing date for applications: Friday 19th March 2010.

**[www.wgsf.org.uk](http://www.wgsf.org.uk)**