

# **Marketing and Communications Assistant**

**Term Time Only plus 10 additional days**

**Permanent**

**Clapton Support Staff Range Scale 6, points 18- 22**

**£29,543- £31,728 (pro rata)**

**Inner London Area**

**Required ASAP**

- Are you looking for a rewarding marketing role promoting an outstanding London academy?
- Do you have strong communication skills, experience of the Adobe Creative suite and a creative flair?
- Are you wanting an exciting and innovative role where no two days are the same?

If so, apply to Clapton Girls' Academy (an outstanding 11- 19 girls' Academy). We are looking for an organised, flexible and self-motivated individual with excellent attention to detail to fill the role of Marketing and Communications Assistant.

## **We can offer you:**

- A welcoming and caring academy with motivated and enthusiastic students
- The support of a fantastic team of committed, staff
- A strong commitment to your professional development

## **Bringing down barriers to success**

We are proud of our stance as an anti-racist school and recognise the importance of having a staff body and Leadership Team that reflect Hackney's rich and diverse community.

If you have the experience and passion to be an inspirational role model for the next generation of female leaders, then we want to see how we can support you in that pursuit.

We particularly welcome applications from people from groups who are under- represented amongst senior teaching staff. We want the best staff, and we know that means a diverse staff.

**Clapton Girls' Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be DBS checked at an enhanced level before any offer is made.**

**Please note that CV's or incomplete application forms will not be considered. All other applications will be considered, however, only those that are shortlisted will be contacted. Clapton Girls' Academy reserves the right to close adverts earlier than the stated deadline.**

Telephone: 020 8985 6641  
E-mail: [recruitment@clapton.hackney.sch.uk](mailto:recruitment@clapton.hackney.sch.uk)  
Twitter feed: [@claptonGA](https://twitter.com/claptonGA)  
Visit the school website: [www.clapton.hackney.sch.uk](http://www.clapton.hackney.sch.uk)

Closing date: Friday 16<sup>th</sup> July 2021 (by 9am or first post)  
Interview date: week commencing 19<sup>th</sup> July 2021