

## Bid Writer and Project Officer to ETSP

**Showcase your creativity with a new and exciting opportunity that will make a difference to children's lives.**

The Enfield Town Schools' Partnership (ETSP) is a charitable organisation of richly diverse, local schools who collaborate together to develop excellent teaching and learning opportunities for our pupils.

You will be part of a dynamic team and help to develop and shape the future of the charity as we continue to grow. Working within our partnership, you will have the opportunity to change the lives of children and truly make a difference to our pupils. This role will enable you to showcase your creativity and introduce new and exciting projects to benefit all within the charity.

The ETSP has been established for well over six years. Following recent changes we are looking to recruit an experienced Bid Writer and Project Officer to enhance and sustain innovative projects on offer to our partnership schools and our local communities. Our aims:

1. Working together to deliver a high quality education for our children.
2. Working together to equip our pupils for life in modern Britain.
3. Stronger together by sharing our skills, expertise and capacity.
4. Stronger together to provide value for money.

Enfield Town Schools' Partnership member schools are: Bush Hill Park Primary, Capel Manor Primary, Carterhatch Infants, Chase Side Primary, Chace Community, De Bohun Primary, Enfield Heights Academy, Forty Hill CE Primary, Hadley Wood Primary, Keys Meadow Primary, Kingfisher Hall Academy, Merryhills Primary, Prince of Wales Primary, St. Andrew's CE (Enfield) Primary, St. Andrew's CE (Southgate), St. George's Catholic Primary, St. John's CE Primary, St. Michael's CE Primary, Suffolks Primary, Waverley School and Worcesters Primary.

**Job Title: Bid Writer and Project Officer**

**Salary: £23,455 - £25,640 per annum (FTE) (depending on experience)**

**Based: Bush Hill Park Primary School, Enfield**

**Contract: One year, fixed term (1<sup>st</sup> September 2021 – 31<sup>st</sup> August 2022)**

**Hours: Term time only (39 weeks/year). 14 hours/week within  
Monday to Friday 9.00am – 4.30pm (flexible on days and times)**

**Application deadline: Monday 28<sup>th</sup> June 2021 by 12.00 noon**

**Interviews: from Monday 5<sup>th</sup> July 2021**

The partnership 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 subject to an enhanced DBS check and satisfactory references.

**Completed applications should be emailed to [info@etsplondon.org](mailto:info@etsplondon.org)**

If you have any queries about this position please get in touch via the email address above.