



Estates Technician

Assistant Manager



Woodrush
Academy

Black Pear Trust

About Black Pear Trust

Welcome to the Black Pear Trust, rooted in the heart of Worcestershire. we are a dynamic and forward-thinking multi-academy trust where collaboration and innovation thrive. Since our establishment in 2014, we have been on a mission to transform education by fostering inclusive, high-quality learning environments where every child can excel.

Guided by our inspiring vision, “In unity; we broaden horizons, raise aspirations and impact generations,” we work alongside a vibrant community of schools, educators, parents, and partners to create exciting opportunities for students. From nurturing curiosity to driving ambition, we ensure that every learner is empowered to reach their full potential.

With our growing family of schools, we cater for children age 2 - 18, each sharing a passion for excellence. We are shaping a brighter future for generations to come—right here in Worcestershire. Together, we’re not just educating; we’re inspiring!

Our Schools



Emma Pritchard Trust CEO

Miss Pritchards vast experience as a teacher and headteacher allows a fully child led trust strategy across all 8 schools.



Jay Barber Headteacher

Mr Barber is driving Woodrush School, reinforcing the community spirit and driving success for students and colleagues.



Our Culture

At Black Pear Trust, we believe that care and compassion are the cornerstones of our educational culture. We are dedicated to nurturing not only the children in our schools but also our colleagues, fostering a supportive environment where everyone thrives. Our commitment to wellbeing extends beyond the classroom, creating a community where every individual feels valued and empowered. We pride ourselves on our authenticity and diversity. Bringing the spirit of the communities we serve into our schools to enrich every aspect of the educational journey.

Together, we build a brighter future for our children and a supportive workplace for our colleagues. The Black Pear Trust is where care meets excellence – we look forward to working with you!

Our Vision & Values

Our mission is to grow excellent learning communities together.

In order to achieve it we are guided by our overarching Trust vision:

In unity; we broaden horizons, raise aspirations and impact generations.



As a Trust we have 4 core values:

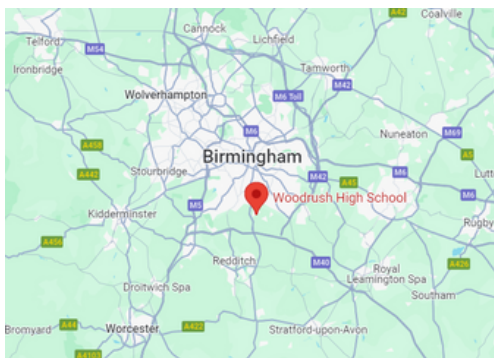
- Pride
- Excellence
- Achievement
- Respect

Which for our children translate to

- Proud to be me
- Enjoy Learning
- Achieve Success
- Respect for the World

About Woodrush

Woodrush High School, located in Birmingham, UK, is a vibrant and inclusive secondary school that prides itself on fostering a supportive and dynamic learning environment. Known for its commitment to academic excellence, personal development, and a strong sense of community, Woodrush High offers a wide range of opportunities for students to excel both inside and outside the classroom. With a focus on preparing students for future success, the school encourages creativity, critical thinking, and resilience.



SHAWHURST LANE, WYTHALL
WORCESTERSHIRE B47 5JW



Assistant Estates Manager (Technical)

Job Grade:

SCP 13 – 16

Reporting To:

Estates Manager

Employment Type:

Permanent, Full-time (37.5 hours per week year-round), plus 26 vacation days

Purpose of the Role:

We're looking for an Assistant Estates Manager to support the day-to-day operations of the Academy and oversee the Academy Site in the absence of the Estates Manager. Your responsibilities include maintaining a clean, safe, and welcoming site through regular scheduled maintenance of buildings, grounds, fixtures, and fittings.

As our Assistant Estates Manager, you'll be a key player, providing top-notch service to Woodrush Academy. Your background in building and facilities management, along with your ability to operate within health and safety requirements, will be crucial in this role.

Key Responsibilities:**Operational and Site Specific Duties:**

Under the guidance of the Estates Manager, you'll ensure the site operates safely and provides a high-quality environment for learning and community use. This includes maintenance, cleanliness, health and safety, and security.

You'll assist in locking and unlocking school premises at agreed times, arrange contractors, supervise and co-ordinate contractors when required, and undertake relevant seasonal or project work as instructed by the Estates Manager.

Site Housekeeping:

You'll manage cleaners employed by the school under the direction of the Estates Manager, monitor stock, carry out stock takes with the lead cleaner and order stock in a timely manner, and undertake the use and maintenance of plant, supplies, and equipment.

Site Maintenance and Operation:

Your daily duties will include replacing light bulbs, securing broken windows and doors, painting, sweeping, and more. You'll also take on tasks such as grounds maintenance, basic plumbing, carpentry, and maintenance operations.

Health and Safety:

You'll undertake health and safety duties as detailed in the Schools Health and Safety Policy and Health and Safety at Work Regulations.

Continuing Professional Development (CPD):

You'll take on training where necessary to remain compliant and ensure ongoing professional development to meet the changing demands of Academy growth.

Other Duties:

You'll commit to safeguarding all children, maintain safety under the school's Health and Safety guidelines, and undertake other duties as required.

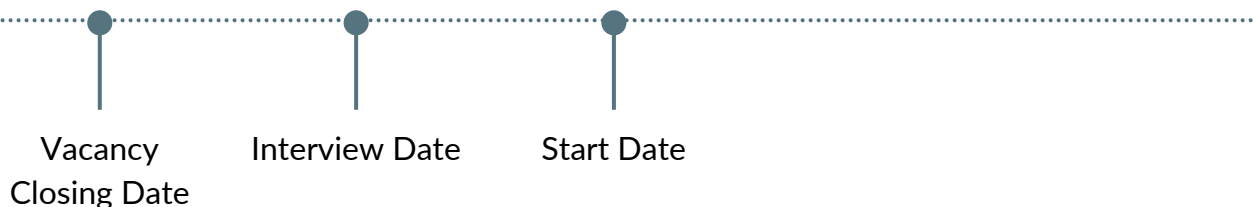
Contacts:

You'll be required to present a good image of the school as well as maintain constructive relationships.

Note:

The Governing Body reserves the right to alter the content of this Job Description after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility. The duties described in this Job Description must be carried out in a manner which promotes equality of opportunity, dignity, and due respect for all employees and service users and is consistent with the Academies Equal Opportunities Policy.

Key Dates

10 FEB**14 FEB****ASAP**

Vacancy

Interview Date

Start Date

Closing Date

Benefits

At Black Pear Trust we offer a wide range of benefits to support our colleagues including:

- Access to a nationally recognised suite of online learning;
- Apprenticeships;
- Free Parking;
- Employee Assistance Programme;
- Access to Nationally Recognised Discounts (Blue Light Card *£5 payable per 24 months)
- Secondments;
- Access to a supportive network and training days across all sites;
- In house HR and Finance advice;
- Local Government pension Scheme.

Application Process

Please thoroughly read this information pack including the job description.

If you think you would be a great fit for Black Pear Trust, complete your application via MyNewTerm.

We shortlist our applicants using a standard matrix for clarity and equity. The top candidates will be invited to interview. Please monitor your emails as all communication will be via MyNewTerm,

Successful candidates will receive a conditional offer of employment pending receipt of positive references, successful Right to Work checks and return of an acceptable DBS check and Child Barred List Check. Once all pre-employment checks have been completed and are compliant with our Safeguarding Policy, you will then receive an Employment Contract via email for signature.

At Black Pear Trust, we place paramount importance on safeguarding the children in our care. For further information on our safeguarding policy including Right to Work and DBS/Barred list checks, please contact HR@blackpeartrust.org.