**EXCITING OPPORTUNITY**

**Post: Cover Supervisor/Cover Manager**

Start date: September 2025

***“Developing people of good character, who achieve excellence and make a positive contribution to their community”***

Magnus Church of England Academy, an academy within the Diocese of Southwell and Nottingham Multi Academy Trust, is seeking to appoint to the following roles:

**Cover Supervisor**

*37 hours per week, Term Time Only Grade 3 pro rata starting salary £21,298*

*8am – 4pm with a 3.30pm finish on a Friday*

**Cover Manager**

*37 hours per week, Term Time Only Grade 4 pro rata salary ranging from £22,331 - £24,593 depending on experience*

*7.15am – 3.15pm Monday – Friday with a 2.45pm finish on a Monday*

The successful candidate will provide absence cover for all teaching staff, supervise whole classes during the short-term absence of teachers. You will also coordinate with external agencies to book supply in as and when needed.

You will:

* Be organised and able to plan your day, printing resources as required.
* Preferably have previous classroom experience, possibly as a cover supervisor or as a teaching assistant
* Be confident, with the ability to build relationships with students but to also manage the behaviour of students and promote and maintain a calm working environment.
* Be proactive in supporting around the academy, including with homework club and duties as required.

**Application Deadline: Tuesday 8th July 2025 – 9am**

The Diocese of Southwell & Nottingham Multi Academy Trust is committed to safeguarding and promoting the welfare of young people and expects all employees to share this commitment. The successful applicant will be subject to appropriate child protection screening including checks with previous employers and undertake an enhanced DBS with barred check.



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