

Maternity Cover

Warwickshire Virtual School Education Adviser

As Education Adviser you will

- Uphold the standards expected of Warwickshire County Council employees
- Have very high standards and expectations and represent the Virtual School professionally and always upholding its' core values
- Work remotely and from an office base
- Have efficient means of travelling across Warwickshire and beyond to work with education settings
- Maintain accurate records

Contract overview

The start date of 1st September is set but the end date may change as it is dependent upon the substantive post holder.

Working arrangements

The main office base is in Warwick town centre, but the role involves a combination of office-based working, home based working and visits to education settings in and beyond Warwickshire.

A basic 37 hour week spread across 5 days is expected, but flexibility to incorporate travel, training or professional meetings will be needed.

Job role

As Education Adviser you will be responsible for a caseload of Year 1 to Year 11 children. You will ensure they are appropriately supported and in full time provision. You will ensure evidence-based interventions enable good progress and high attainment.

You will monitor and quality assure termly PEP reviews for each student, maintain regular contact with their education settings, and attend and lead meetings where Virtual School contribution is required.

Liaising with professionals working with Looked After Children and Previously Looked After Children is part of the daily duties. You will work with other Virtual Schools, social workers and other care professionals, SEND and other Local Authority professionals, advocating for the children on your caseload and for those belonging to colleagues.

You will work with colleagues to plan and deliver training to providers, social workers and carers as required. You will develop the knowledge and understanding to identify best practice and help to move practice forward, based on what works best.

*Working for
Warwickshire*



Understanding childhood trauma and attachment and how to use this to best effect in education settings is key to being successful in this role.

Monitoring and interpreting data, such as attainment and progress data, ensures that Virtual School knowledge and resources are deployed effectively.

At all times you will be a model employee, upholding Virtual School ethos and philosophy as well as adhering to Warwickshire County Council expectations.

You will need to be able to be independent and flexible whilst being a supportive and proactive team member.