



How to Apply & The Selection Process

Assistant Director, Education

Informal Discussion Contact

For an informal and confidential discussion, please contact Sally Robinson, Director of Children's and Joint Commissioning on 01429 523910.

How to Apply

Apply online at:

- www.northeastjobs.org.uk

There are a number of documents accessible on the North East Jobs. These are for your information and include the Council Plan, together with a number of post specific documents. There is also a link to Hartlepool Borough Council's internet site for further information.

Please ensure you indicate any dates when you might not be available or might have difficulty with the dates confirmed in the recruitment process below.

The Selection Process

The selection process final timetable will be dependent on the number and quality of applicant response therefore may be subject to change. Short listing will take place on Friday 17th May.

The interview process will be held over two days as follows:

Day 1 - Date to be Confirmed

Technical Interview

There will be a technical interview with the Director, Sally Robinson; Head of Human Resources, Rachel Clark; a representative from the Tees Valley Combined Authority; and an external technical assessor.

www.hartlepool.gov.uk

Hartlepool Borough Council is an equal opportunities employer.





Stakeholder Panels

There will be two panels set up for interviews:

- Young People
- Headteachers and Governors

Meet and Greet

This is an informal opportunity for candidates to meet Members, the management team and other key personnel, with lunch and refreshments provided.

Day 2 - Friday 31st May

Panel Interview with Members

There will be a panel interview with Members of the Council. You will be asked to deliver a presentation on a set topic, followed by an interview.

Queries

Should you have any queries on the appointment process or require additional information please contact Rachel Clark, Head of Human Resources on 01429 284346 or rachel.clark@hartlepool.gov.uk