Valley Road Academy
Part of the IRIS Learning Trust
Corporation Road
Sunderland
SR2 8PL
Tel: 0191 5002999

Vacancy for Site Manager

Grade 6. Scale Points 18 - 22
Annual Salary – £32,578 – 34,811
37 hours per week, (all year round)
Required ASAP

We are seeking to appoint a site manager. We are looking for an enthusiastic and conscientious person to join our school premises team at Valley Road Academy. IRIS Learning Trust employs a Facilities Manager and you will be part of this wider team. We expect you to manage the maintenance of Valley Road's premises and grounds to a high standard and take on some team leader responsibilities within the role.

Our sites are places where our children learn and enjoy school every day. This is a highly valued and responsible position ensuring the children have safe spaces that allow them to thrive in an environment that reflects the ambition of the Trust.
Outline of requirements:

- Use initiative and resolves problems at an early stage
- Ability to manage a part-time site supervisor and site cleaners
- Demonstrating a proactive approach alongside excellent practical skills possibly with a skilled trade background
- A full driving licence is essential (you will be required to undertake an assessment and test to drive a 16 - seater minibus).
- Commitment to your own professional development and willingness to undertake any training to support you in your role.
- Flexibility when cover is required elsewhere in the Trust.

As Site Manager you will be responsible for prioritising daily work, managing your time effectively and be accountable for decisions taken within your delegated authority. You will be expected to manage site projects outside of term time ensuring cover is available and that all necessary safeguarding checks are in place for any contractors. You must have experience of managing teams and have worked in a previous role that allows you to understand this new job. Visits to the school prior to application are welcomed and can be arranged by contacting ian.davies@irisleanringtrust.org.uk

The IRIS learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore applicants will be subject to appropriate background checks and vetting, including an enhanced DBS check and checks against the children's barred list.

An application pack can be requested from joanne.curtis@valleyroad.org.uk

They can also be collected from the school reception or downloaded from our website.
E Mail copies are accepted but you will be asked to sign your application if shortlisted when you attend for interview.
Photo ID will also be required for shortlisted candidates when attending for interview.

Closing Date for applications	7th December 2026 12 noon
Short listing	7th December 2026
Interviews	14th December 2026