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| **Post title** | Human Resources Consultant |
| **Salary and grade:** | NJC Points 28 – 31 (FTE £37,938 - £40,476) |
| **FTE** | 37 hours, 52 Weeks/Term time only considered |
| **Line manager/s:** | Human Resources Manager |
|  |  |
| **Closing Date:** | Wednesday 30th April 2025 |
|  |  |
| **Interview Date:** | To be confirmed |

**About the Trust**

Nexus Multi Academy Trust was founded in 2016 and has the highest ambitions possible for everyone we work with. We are a forward thinking and innovative Trust with collaboration, enrichment and improvement enshrined within our day to day practice ensuring that leaners and their families are always at the centre of what we do.

The vision for Nexus is that we are constantly “Learning together; to be the best we can be.” This vision is what we aspire to and is as relatable to every employee and partner of our Trust as it is to our children, young adults and their families.

**Our Opportunity**

As Nexus MAT continues to grow, we are looking to enhance our Human Resources provision by recruiting an enthusiastic, passionate and knowledgeable HR Consultant to join our HR Team – could this be you?

You will be working across our Multi Academy Trust to support Headteachers and our amazing schools’ workforce, in realising the Trust vision of being ‘the best we can be’.

As part of this role, you will advise and support our leaders across the Trust on all HR matters, including sickness absence, employee relations matters, organisational change and recruitment. You will also lead on our workforce engagement and wellbeing initiatives across the Trust, with support from the wider HR team.

Previous experience of working with trade unions and senior stakeholders on resolving HR matters will also be key to this role, as will effective negotiation and influencing skills in order to achieve the best outcomes pupils, staff and senior leaders.

The Trust Head Office is based near Junction 34 of the M1 and the post holder will be expected to travel across South Yorkshire and beyond to support our schools, in line with the allocated caseload assigned by the HR Manager. It is therefore an essential requirement of the post that the successful applicant has a driving licence and routine access to a car.

**Further information**

For an informal conversation about the vacancy, please contact Michelle Smith, HR Manager [Msmith@nexusmat.org](mailto:Msmith@nexusmat.org)

Nexus Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed.

This post involves working with children and therefore if successful you will be required to apply for a disclosure of criminal records check at an enhanced level. Further information about the Disclosure Scheme can be found at [www.gov.uk/disclosure-barring-service-check](http://www.gov.uk/disclosure-barring-service-check)

We are an equal opportunities employer committed to recruiting and retaining a diverse workforce.

Application forms can be found on our website, [HERE](https://www.nexusmat.org/joining-us)

Completed applications should be returned to **HR-enquiries@nexusmat.org**

All candidates are advised to refer to the job profile before making an application.

We reserve the right to close this vacancy early should we receive an overwhelming response.