

Recruitment Opportunity



Location: AIM North London, London N9

Role: Investigation Manager

Start Date: 1st September 2021

Salary: £27,978 – £30,048 (pro-rated)

Working Hours: 36 hours per week, Term Time Only

About Us

AIM North London opened in September 2019, on the original site of the Nightingale Academy and we have a clear mission to be a transformational school serving the community of Edmonton; a community with a rich diversity of languages and culture.

As part of the AIM Academies Trust, we have the highest aspirations for all of our young people, including those who have traditionally fallen short within the education system, we believe that demographics should not define destiny.

We are now looking for dedicated and enthusiastic people to help us with the changes needed to achieve our goals and support our core values and beliefs.

The Role

It is essential we treat our students with integrity and the role of Investigation Manager is a fundamental component in ensuring that we do so.

Working cohesively with the Senior Leadership Team, Pastoral and Support Teams, you will join our staff who have a responsibility for student behaviour and student safeguarding. You will oversee, co-ordinate and conduct the effective and impartial handling of investigations into exits from classrooms and other high-level incidences.

In addition to ensuring all cases are handled fairly and equitably, you will monitor and co-ordinate case flow, develop and review the Academy standards and procedures for effective case investigation and maintain high standards of behaviour within the Investigation room, ensuring students complete meaningful work whilst investigations are pending.

You will also be responsible for conducting restorative conversations with students, in line with investigative outcomes and keep the parents of student's subject to investigation informed of progress and resolution of issues.

You can find out more about AIM North London on our Website, check out our recruitment section to see what our employees say about working for us, and see the full job description and person specification <https://www.aimnorthlondon.org.uk/321/current-vacancies>

Recruitment Opportunity



About You

You will be looking for a rewarding role within an organisation that believes in high standards. You'll be excited by the idea of working within a small multi-cultural environment and you will be able to operate with the utmost professional integrity and humility.

You will have experience of supporting young people in an education or a youth and community environment and have familiarity in conducting investigations or interviews.

With excellent verbal and written communication skills and a first-class attitude towards providing a service internally and externally you will be able to demonstrate that you are: -

- Approachable in manner with a professional approach to others
- Organised, methodical and able to prioritise workload effectively
- Able to listen, assimilate information and make informed decisions
- Able to maintain a flexible approach to work and can remain calm under pressure.
- Willing to take responsibility for, and respect, the necessity of working confidentially.

Application Process

If this sounds like you we'd love to hear from you, please apply using our Application Form which you can find here <https://aimnorthlondon.s3.amazonaws.com/uploads/document/ANL-Support-Staff-Employment-Application-Form-June21.docx?t=1624372373?ts=1624458987>

Completed application forms should be forwarded to recruitment@aimnorthlondon.org.uk

The closing date for applications is 16th July 2021. Applications will be viewed on a rolling basis so early applications are recommended.

***We are committed to the protection of children
We are an equal opportunities employer
All posts will be subject to enhanced DBS checks and prohibition from teaching checks***