Finding Teaching Vacancies
Applications Advice for Newly Qualified Teachers

- There is information about getting a teaching job for newly qualified teachers (NQTs) at: http://targetjobs.co.uk/career-sectors/teaching-and-education/330755-how-do-you-get-your-first-job-in-teaching
- Have a look at: http://newteachers.tes.co.uk/careers-advice for lots of useful info & articles
- Prospects Guide to Finding a Teaching Job: www.prospects.ac.uk/getting_a_teaching_job.htm

Finding Vacancies in Schools

Local authority advertisements: teaching and support staff

Local authorities are a major source of recruitment, with many offering the facility to send out weekly email teaching job bulletins.

To find a national list of local authorities’ websites click on: www.gov.uk/find-your-local-council

“Primary Pool vacancies”
A few North West local authorities (and others across the country) also operate their own “NQT primary pool”. This is a teacher recruitment database enabling an NQT to complete an online application form using the job description provided and they work in different ways. Generally, head-teachers then have access to these candidates when a vacancy arises, however, some pools also carry out interviews. Acceptance into a pool does not guarantee a job and you should still look out for vacancy adverts in your chosen authorities as well as applying via their pool. In addition, some authorities operate a pool for secondary vacancies.

Finding local authority vacancies in the North West:

The Association of Greater Manchester 10 local authorities now advertise all school-based vacancies on: www.greater.jobs You can register on this site to receive e-alerts about relevant vacancies. You can also join their “talent pool” which allows you to save your details.
Manchester has a primary talent pool - info is on the web link above. Candidates apply to the pool, are checked for accuracy, and then all local primary head-teachers can access the database of candidates. This is open all year round. The site above also has a live vacancy feed for primary and secondary positions as well as support staff roles. Contact info: teacher.recruitment@manchester.gov.uk 0790 4656162
Roles are also advertised on www.greater.jobs/towns-organisations/manchester

Salford
www.salford.gov.uk
At the time of writing, Salford Local Authority stated that it will be operating a pool for primary newly qualified teachers in 2019, although dates are not yet set. Additionally, all primary, secondary and special schools positions are advertised on: www.greater.jobs/towns-organisations/salford and/in the TES.

Salford Diocesan
http://www.dioceseofsalford.org.uk/services/education/vacancies/nqt-pool
The Primary Pool identifies candidates who would be recommended for interview to Catholic schools with a vacancy for 1st September 2019. Closing Date – Friday 25th January 2019. Interviews – Tuesday 19th March 2019. Further enquiries should be made to lauren.cumbo@dioceseofsalford.org.uk
secondary vacancies: advertised on http://www.dioceseofsalford.org.uk/services/education/vacancies/teaching-vacancies/ as and when they arise.

Trafford
www.trafford.gov.uk
No pool system - positions are advertised on www.greater.jobs/towns-organisations/trafford

Stockport
www.stockport.gov.uk
Stockport LA does not operate a pool system. Positions are advertised on: www.greater.jobs/towns-organisations/stockport

Oldham
www.oldham.gov.uk
Oldham are operating a primary pool this year. It will be advertised on the Teach Oldham Website www.teacholdham.co.uk/developing_career/primary and Greater Jobs https://greater.jobs/towns-organisations/oldham with a closing date of Spring half term. They will not formally close, but would advise that the earlier people register the more times their details will be seen.

Bolton
www.bolton.gov.uk
Bolton are not operating a pool for NQT jobs this year. They advertise all school vacancies www.greater.jobs/towns-organisations/bolton
Bury
www.bury.gov.uk
https://www.greater.jobs/search-and-apply/job-details/BU6425/
This year, Bury are running an NQT primary pool—see link above. It opened in December, the closing date is noon on Friday 11th January 2019. Interviews will commence Monday 4th February 2019.

Rochdale
Rochdale operates an NQT primary pool, advertised on www.greater.jobs/towns-organisations/rochdale. The pool is open now and the closing date is noon on 12 Jan 2019. From these applications, candidates are selected for the Rochdale Pool. Applications are then shortlisted and interviewed by around 10 local head-teachers. Candidates are graded and head-teachers can then invite them for a further discussion at their individual school.

Secondary vacancies are also advertised on an individual basis on the above site. If you wish to discuss any aspect of your application please telephone the Schools HR team on 01706 925145 and 01706 925025.

Tameside
www.tameside.gov.uk
No primary pool. Uses www.greater.jobs/towns-organisations/tameside to advertise teaching positions as they arise.

Wigan
www.wigan.gov.uk
Uses www.greater.jobs/towns-organisations/wigan to advertise teaching positions as they arise.

Cheshire East
http://online.cheshireeast.gov.uk/TeacherVacancies/Search.aspx Teaching vacancies are advertised online as they arise.

Cheshire West
http://online.cheshirewestandchester.gov.uk/TeacherVacancies/Search.aspx?Page=0&B1=Search Teaching vacancies advertised on this link as they arise.

Derbyshire
Teaching vacancies are advertised here as they arise: https://jobs.derbyshire.gov.uk

Derby
Headteachers of both primary and secondary schools in Derby have created a ‘pool’ arrangement for newly qualified teachers looking for a first teaching post in the city. At the time of writing is is not clear if this will happen in 2019. See: www.teachinderby.org.uk for further info.
Other useful sources of vacancies:
MMU Careers & Employability Vacancy Site

Make sure that you are registered on My Career Hub- our MMU Careers & Employability vacancy site as we receive a lot of teacher vacancies, especially in the spring and summer terms. We also feature opportunities to teach abroad: www.mmu.ac.uk/findajob

National Press
Many schools and FE colleges advertise vacancies in:
- The Times Educational Supplement (TES) www.tes.com/jobs
- The Guardian (Tuesday) http://jobs.theguardian.com/jobs/schools Also allows you to create up to 5 job e-alerts.
- The Telegraph https://jobs.telegraph.co.uk/jobs/education Operates a job alert service via email.

Local Press
Adverts can be found in your local press, especially for short-term or part-time posts. For example, if want to work in Greater Manchester, look at: www.fish4.co.uk/jobs/education-and-teaching/greater-manchester

Education Jobs boards
- https://teaching-vacancies.service.gov.uk - This new government service lists jobs in select areas of England. It will be rolled out in phases to new areas, so check back regularly for new listings.
- www.mynqtyear.com – site dedicated solely to finding new teachers jobs – in the UK and abroad
- www.schooljobsearch.co.uk – recruitment site set up by teachers.
- www.eteach.com – vacancies across the sector: see also: https://www.eteach.com/nqt-and-graduate-advice
- www.teachvac.co.uk – free matching service.
- www.scotland.gov.uk/Topics/Education/Schools/Teaching - Information about teaching in Scotland.
- www.educationposts.ie - useful for those looking for teaching posts in Ireland.
- www.greateducation.co.uk a job board covering all areas of education from primary to higher and training.

Teaching in Further Education
Most colleges advertise on their own website and some on local authority sites. See also the lists of agencies at the end of this handout, many of which carry college vacancies as well as the general Education Jobsboards listed above.
- www.fejobs.com - lists teaching jobs in the FE sector.
- www.teachfe.com - can search by college, location, type of job.
- www.jobs.ac.uk - Recruitment website for Academic & Associated Communities.
- www.fecareers.co.uk - job-search facility.
- https://jobs.theguardian.com/jobs/further-education/
- https://www.protocol.co.uk/en - specialise in college recruitment.
- Check magazines in your subject specialism – e.g New Scientist website www.newscientistjobs.com
Teaching offenders
If you are interested in working within prisons and young offenders institutes, have a look at: http://novus.ac.uk/careers Born out of The Manchester College, Novus is the main UK deliverer of offender education and training.

Religious schools sites
The following often carry advertisements for teaching positions, especially for those in faith-based schools:
- Church Times: http://jobs.churchtimes.co.uk
- The Catholic Teachers Gazette http://e-ctg.com also offers an email alert most of the vacancies are advertised in the spring term.
- Association of Muslim Schools http://jobs.ams-uk.org/ lists opportunities available within its linked schools.
- Vacancies in Jewish schools: http://www.pajes.org.uk/vacancies_at_jewish_schools_new

Tutoring
- https://www.superprof.co.uk/tutor/
- www.personal-tutors.co.uk/tutors.html

Study Centre Opportunities
- www.explorelearning.co.uk – Maths and English tuition for 5-14 year olds.
- www.kipmcrgrath.co.uk – several local centres.
- www.kumon.co.uk – national network of centres

Special Education
- www.batod.org.uk British Association of Teachers of the Deaf. Lists job vacancies and contains a useful fact sheet on training as a teacher of the deaf.
- www.wearengent.org/careers Nugent Care Society. A registered North West charity, which cares for children and adults with mental health problems and learning disabilities. Has links to its North West special schools.
- www.schoolsnet.com - an online guide to schools in the UK. The search facility allows browsers to find lists of mainstream and independent special schools.
- https://senmagazine.co.uk/recruitment/uncategorised/recruitment website carrying teaching and teaching assistant SEN vacancies.
- www.camphill.org.uk - Organisation runs independent special schools and communities.
- https://natspec.org.uk/category/jobs/ - Association of National specialist colleges that provide further education or training for learners with learning difficulties and/or disabilities.
- www.ntas.org.uk – National Teaching Advisory Service works with young people experiencing difficulty accessing mainstream education.
- www.autism.org.uk/get-involved/jobs.aspx - info site and also have a network of 8 specialist and independent/free schools in the UK.
Teaching Abroad

Jobs for trained teachers in international schools:

- [www.cobis.org.uk](http://www.cobis.org.uk) – Council of British International Schools. Contains the list of overseas schools in which you would be officially able to complete your NQT year.
- [www.cois.org](http://www.cois.org) Email: info@cois.org Council for International Schools (CIS) is a large association of international schools. It is a non-profit corporation. Candidates must be prepared to attend an CIS Recruitment Fair.
- [www.searchassociates.com](http://www.searchassociates.com) is a large international school placement organisation.
- [www.iss.edu/Home](http://www.iss.edu/Home) - International Schools Services. The ISS Directory of International Schools profiles nearly 600 schools and is a trusted resource worldwide. It includes key information such as school size, curriculum, accreditation and enrolment.
- Jobs can also be found in the TES [www.tes.co.uk](http://www.tes.co.uk) and in the International Educator [www.tieonline.com](http://www.tieonline.com)
- [www.eursc.org](http://www.eursc.org) – the European Schools organisation.
- [www.gabbitas.com](http://www.gabbitas.com) – Independent sector educational consultants place many trained teachers into international schools.
- [www.participate.com/teach-in-usa](http://www.participate.com/teach-in-usa) – for those interested in working in the USA.
- [www.edu.gov.on.ca/eng/relsites/oth_prov.html](http://www.edu.gov.on.ca/eng/relsites/oth_prov.html) - depts of Education across Canada
- Some of the agencies listed below also have opportunities for teaching abroad, e.g: Randstad have an offshoot company [www.teachanywhere.com](http://www.teachanywhere.com) and [www.eteach.com/jobs/international](http://www.eteach.com/jobs/international)
- [www.anzukteachers.com](http://www.anzukteachers.com) is an agency specialising in placing teachers into jobs in Australia.

Teaching English as a Foreign Language (TEFL) info:

- [www.prospects.ac.uk/english_as_a_foreign_language_teacher_job_description.htm](http://www.prospects.ac.uk/english_as_a_foreign_language_teacher_job_description.htm) Has lots of useful contacts and resources & courses.
- [www.berlitz.co.uk](http://www.berlitz.co.uk) Berlitz Language Instruction Centres.
- [www.britishcouncil.org/jobs](http://www.britishcouncil.org/jobs) British Council vacancies page, include EFL Teachers & Language Assistants.[www.cactustefl.com](http://www.cactustefl.com) - TEFL courses and teaching English as a foreign language.
- [www.englishfirst.com](http://www.englishfirst.com) - English Language Teacher Training company.
- [www.manchestercse.co.uk](http://www.manchestercse.co.uk) - Manchester-based TEFL programmes.
- [www.tefl-jobs.co.uk/](http://www.tefl-jobs.co.uk/) very comprehensive TEFL jobs website.
- [http://teflsearch.com](http://teflsearch.com) – claims to be the top job site for TEFL/ESL jobs.
- See also the TEFL hand-out available on our website: [http://www2.mmu.ac.uk/media/mmuacuk/content/documents/careers/guides/Teaching-English-as-a-Foreign-Language.pdf](http://www2.mmu.ac.uk/media/mmuacuk/content/documents/careers/guides/Teaching-English-as-a-Foreign-Language.pdf)
- We regularly advertise vacancies for this area on the MMU Careers jobsite: [www.mmu.ac.uk/findajob](http://www.mmu.ac.uk/findajob)

For further information about teaching in alternative settings: [https://www2.mmu.ac.uk/media/mmuacuk/content/documents/careers/guides/education_alternatives-2017.pdf](https://www2.mmu.ac.uk/media/mmuacuk/content/documents/careers/guides/education_alternatives-2017.pdf)

(This can be found on mmu.ac.uk/careers/guides—Education—Education Alternatives.)
Teaching Agencies

How to get the best from teaching agencies:
If you’re not sure how best to approach recruitment agencies have a look at this article: www.prospects.ac.uk/careers-advice/getting-a-job/recruitment-agencies

General advice:
There are a vast number of agencies offering short-term school-based work in the North West and the UK as a whole working with schools to help them recruit staff. Some specialise in daily supply teaching, others have longer term and permanent teaching jobs and some do both! How do you decide which ones to register with?

Some questions you could ask would be:

Do you offer supply/long term/permanent teaching opportunities?
Some agencies may purely offer daily supply jobs others may specialise in permanent jobs.

What locations do you cover? Which area do you have the most schools?
This is an important one. Some agencies may tend to cover one geographical area. Larger agencies may have offices across the UK, which is good if you decide to relocate.

Clarity about rates of pay for daily cover & long-term cover
Top tip is to ensure if you undertake a long-term role that it is paid to scale.

Can your business help me secure a teaching job overseas?
Some agencies have offices abroad or an international teaching department.

Do you offer any ongoing CPD/Support for your teachers?
Some agencies hold NQT events and training sessions for teachers throughout the year.

Be selective, and only register with a couple of agencies. Some NQTs think by registering with lots of different agencies it will maximise their chance of work, however in reality it can be quite stressful to manage. Remember, recruitment consultants are NOT careers advisers; they are sales people and are paid based on the people they place into jobs.

Can I complete my NQT year whilst in a temporary role?
You can still complete terms of your induction whilst working on supply (if in a “long term role”) but always make sure you ask the school at interview stage before accepting.

Below is a list of some of the main North West agencies (obviously there will be additional relevant agencies not on this list) and a few national teaching agencies that specialise in offering supply work to qualified and newly qualified teachers.

Many also carry permanent vacancies, college positions, as well as educational support vacancies. Many also have Early Years sections listing nursery nurse positions. Appearance on this list does not mean that the Careers & Employability Service recommends the agency.
Some agencies covering the North-West Area

Academics Ltd
www.academicsltd.co.uk – branches in Liverpool, Warrington and Stoke.

Amnis Education
www.amniseducation.co.uk - 0161 870 2550. Teaching and other education-based roles

Celsian Education
www.celsianeducation.co.uk/ Tel: 0161 839 8005 - Educational support work (including exam invigilating) and teaching work.

Connex
www.connex-education.com Tel: 0161 236 6300
Based in the N.W. - supply teaching positions plus teaching assistants, learning support assistants, cover supervisors & nursery nurse positions.

Cover People
www.coverpeople.co.uk Tel 0161 209 3959
Offices in central Manchester. Permanent and temporary roles throughout the NW.

Edustaff
www.edustaff.co.uk North West: 0161 236 3030 UK teaching, support and management roles as well as international teaching roles and TEFL. Offer permanent and temporary roles.

E-Teach
www.eteach.com - Teaching positions plus a large range of support jobs, including coaching. Has an NQT and graduates section as well an international and independent school area.

Essential Education Ltd
www.essentialeducation.co.uk - 0161 789 8222 Agency specializing in teaching positions & cover supervisors, teaching assistants and exam invigilation.

Exclusive Education
www.exclusiveeducation.co.uk - 01925 594940 National agency with an office in Warrington.

Hays Education and Early Years
www.hays.co.uk/education - 0161 839 9629 Covers teaching plus the full range of support roles in schools and early years settings.

Hexa Education
www.hexaeducation.co.uk - 0161 883 1050 Full range of education roles.
ITN Mark Education
www.itnmark.com - 0161 362 4460 National organisation one of the UK’s largest education recruitment agencies with offices in Preston, Manchester and Warrington.

i-Teachers
www.i-teachers.com - 0161 660 9942 - offices in Manchester.

Key Stage Teacher Supply
www.keystagesupply.co.uk - Offices in Blackburn, Chorley and Lancaster deal with vacancies for Teachers, Cover Supervisors, Nursery Nurses and Teaching Assistants in those areas.

Monarch Educational Recruitment
www.monarcheducation.co.uk/ - 0161 935 8176 Offices in Manchester and Liverpool

M2 Education
www.m2education.co.uk - 01772 722223 Offices in Preston and Newcastle

New Directions
www.new-directions.co.uk/education - 0161 636 9450 Offices in Liverpool, the Wirral, and Manchester.

Premier Education
www.premier-education.co.uk - North West based with offices in Wilmslow 01625 538568 and Bolton 01204 498942. Covers teachers, support staff, nursery nurses etc.

Prospero Teaching
www.prosperoteaching.com – Originally a London-based agency which has recently opened an office in Manchester. 0161 393 6725

Randstad Education
www.randstadeducation.co.uk - 0161 839 5867 National agency with a North West base covers full range of teaching and support staff opportunities.

Protocol Education
www.protocol-education.com - 0161 200 8500 Full range of roles covered national with a North West office.

PK Education
www.pkeducation.co.uk - 01925-825-779 National agency with a Warrington office. Email: northwest@pkeducation.co.uk / Twitter: @PKeducationNW

Reed Education Professionals
www.reed.co.uk/education
0161 233 5910 Manchester Branch / 01270 619 314 Cheshire Branch

Salford Supply Desk Ltd
www.salfordsupplydesk.com - 0161 743 3720 Advertises full range of educational positions run by teachers for teachers.
Servoca
www.servocaeducation.com - 0161 362 6877 A national agency with offices in Manchester, Liverpool and Warrington

Supply Desk
http://www.supplydesk.co.uk/branch/north-west-teaching-jobs/ 0161 832 8092 find and apply for local vacancies.

Sugarman Education
www.sugarmaneducation.co.uk - 0161 341 0679 – Manchester office, also offices in Leeds, Midlands and South East

Step by Step Education Ltd
www.stepbystepeducation.co.uk - 01772 713819 Range of opportunities across Lancashire and Cumbria only.

Teaching Personnel

The Education Specialists Ltd
www.tessupply.co.uk – 0161 838 5767 – Manchester office 0151 480 8818 – Liverpool office agency.

The Teaching Executives
www.theteachingexecutives.co.uk - 0151 515 2055 Based in Liverpool, they serve the North West and North Wales regions for teachers and support staff.

Tower Supply
www.towersupply.co.uk - 01253 297683 Teaching, support and nursery nurse positions in Blackpool, Preston and across Lancashire.

Tradewind

Vision for Education
www.visionforeducation.co.uk - 0161 236 4896 National agency includes teaching, plus assistant roles and special needs work.

Want to work outside the North West?
A selection of other education agencies:

Apple Teachers
www.appleteachers.com - covers Oxfordshire and Buckinghamshire.

GSL Education

Edgware Associates
www.edgwareassociates.com – covers London, South East and the West Midlands
Education Jobs
www.education-jobs.co.uk - national vacancies.

Engage Education
www.engageeducation.co.uk - national vacancies.

MPS Education
www.mps-education.com - One of the largest providers of supply teachers in Wales for daily, short and long-term cover.

Principal Resourcing
www.principalresourcing.co.uk - Advertises teaching and support staff vacancies in the Yorkshire & Lincolnshire area.

Step Teachers
www.stepteachers.co.uk - East Anglia, E. and W. Midlands, South East, South West.

Time Plan

Careers & Employability Support

The Careers & Employability Service offers a range of support to Manchester Met students and graduates:

- Find Opportunities: We advertise hundreds of part time, graduate and internship roles through My Career Hub.
- Careers Consultant Appointments: Book a 30 minute appointment and get expert advice from our specialist Careers Consultants. Ring 0161 247 3483.
- Careers Events: Meet employers and enhance your employability by attending our workshops, employer events and careers fairs.

For more information visit www.mmu.ac.uk/careers