

Trips, Visits & Events Support Assistant

Permanent / 20 or 25 hours per week / All Year Contract / SSP 3 £24,759 FTE

Join Our Team!

We are seeking a reliable, flexible, and proactive Trips, Visits & Events Support Assistant to support the smooth running of college activities, transport services and campus operations, with support from the Transport and Estates teams.

The role would suit individuals who have experience of driving and vehicle checks.

With start and end times being Monday to Friday, from 6:30 am to 8 pm, you will have the opportunity of supporting our learners by providing transportation at the beginning and end of the college day.

There may be opportunity to support our learners during the day on further educational trips, visits and cultural events covering locations locally and around the UK.

In addition to transporting learners, you will have the opportunity to contribute to the upkeep of our college campus by assisting with ad-hoc tasks related to general site maintenance.

WHY CHOOSE US

John Leggott College is an open access Sixth Form College based in Scunthorpe. Our college is set on top of a hill with open spaces in and around the site just outside the town center of Scunthorpe in the North Lincolnshire region. You will have the opportunity to work alongside outstanding colleagues.

WHAT WE OFFER:

- Onsite parking.
- Onsite canteen and costa coffee.
- Local discounts, EAP, Pension and other staff benefits.

If you have questions, please feel free to contact the HR team by email humanresources@leggott.ac.uk who will be happy to help.

We will only shortlist candidates who have completed an application form and submitted the application to humanresources@leggott.ac.uk

Salary: SSP 3 £24,759pa FTE

The closing date for applications is **09:00am on 07th September 2026**. Interviews will be arranged following shortlisting.

John Leggott College has a strong commitment to Equal Opportunities, Safeguarding and promoting the welfare of young people and expect all staff to share this commitment. All posts are subject to an enhanced check by the Enhanced Disclosure clearance through the DBS and other checks may be required.