

Careers and Progression Advisor

Term Time plus 2 weeks - 37hours

Maternity Cover

Support staff pay spine point 12-15 £29,544 – 32,199pa

(Actual £26,680 – 29,078pa)

Inspire the Next Generation!

Join our Learner Pathway Team and play a key role in shaping the futures of our learners! We're looking for an enthusiastic and motivated individual to step into a rewarding maternity cover role, where every day brings the chance to inspire ambition, unlock potential, and make a genuine difference.

At the heart of this role is careers and progression support – guiding students from their very first steps with us right through to their next big move beyond JLC. You'll work with learners to explore their aspirations, build confidence in their decision-making, and open doors to exciting opportunities. Whether it's offering UCAS guidance, supporting apprenticeship applications, or helping students understand the wide world of work, you'll be a trusted source of advice and encouragement throughout their journey.

Working closely with our fantastic Pastoral Tutor Team and experienced colleagues in the Learner Pathway Team, you'll help ensure every learner has a clear, well-supported progression plan. You'll also have the creative freedom to design and deliver engaging activities that spark curiosity, raise aspirations, and help students see what's possible beyond college life.

This is more than just a role! It's a brilliant opportunity to grow your own career. You'll be supported to train on the job and work towards a Level 6 Careers Adviser qualification, with a structured two-year pathway and a sliding pay scale that rewards your progress along the way.

We're looking for someone who is approachable, professional, and passionate about supporting young people. You'll be a positive role model, a great communicator, and someone who thrives on staying organised, particularly when managing data and supporting key processes behind the scenes.

Closing date is 9am Friday 12th June 2026

Interview date is Friday 19th June 2026

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.