



BOHUNT SCHOOL WOKINGHAM

11-16 Mixed Academy

Remount Drive, Arborfield, Reading RG2 9GB

Tel: 01189 076237 www.bohuntwokingham.com

Sixth Form Librarian and Careers Coordinator

Salary: £25,186 - £26,246 FTE (£21,892 - £22,813 Actual)

Hours: 37.5 Monday to Friday 8:15-16:15

Permanent/ Term Time Only (including INSET days)

Start Date: September 2026

Inspire Futures. Support Success.

Bohunt Wokingham Sixth (BW6) is seeking an enthusiastic, organised and student-focused Sixth Form Librarian & Careers Coordinator to join our successful and ambitious Sixth Form team.

This is an exciting opportunity for someone who enjoys working with young people and is passionate about education, reading, careers and helping students prepare for their next steps. The successful candidate will play a central role in creating an inspiring learning environment while supporting students as they progress towards university, apprenticeships, employment and other exciting post-18 pathways.

We are looking for someone who:

- Has excellent organisational, administrative and communication skills.
- Enjoys working with young people and building positive professional relationships.
- Can confidently supervise students and maintain a calm, purposeful learning environment.
- Has strong IT skills and is able to manage information accurately and confidentially.
- Is passionate about reading, independent learning and supporting students to achieve their ambitions.
- Works well independently while also contributing positively to a collaborative team.
- Shares our commitment to safeguarding, inclusion and high expectations for every student.



It would be an advantage if you have:

- Experience working in a school, sixth form, college, library or careers setting.
- Knowledge of UCAS, apprenticeships and post-18 progression routes.
- Experience using library management systems.
- Understanding of the Gatsby Benchmarks and the Baker Clause.
- Experience organising events, employer engagement or educational visits.

Why Join Bohunt Wokingham Sixth?

At BW6, we are committed to providing an outstanding Sixth Form experience where students are encouraged to be ambitious, independent and prepared for successful futures. You will become part of a supportive and dedicated team that values collaboration, innovation and continuous professional development.

This is an excellent opportunity for someone who wants to play a meaningful role in helping young people achieve their academic goals and confidently take their next steps beyond Sixth Form.

If you are enthusiastic about education, student development and creating opportunities for young people, we would be delighted to hear from you.

To apply please visit

<https://www.tes.com/jobs/vacancy/sixth-form-librarian-and-careers-coordinator-wokingham-2349217> or visit <https://www.bohuntwokingham.com/about/vacancies/> and complete the "Support Staff" application form and email it to: gwallier@bohuntwokingham.com

Closing date for applications: 9:00am Friday 16 October 2026

Interviews will be held thereafter.

Bohunt Education Trust is committed to safeguarding and promoting welfare of children and young people and requires all staff and volunteers to share and demonstrate this commitment including through a disclosure and barring service check at enhanced level. We are committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

