



VACANCY FOR A SENIOR HR ADVISOR AT MERIDIAN TRUST

Salary: Meridian Trust Grade 9, Point 24 £31,196

Hours of work: 37 per week, 40 weeks per year (term time plus 10 days)

We have an exciting opportunity to join our expanding team as a Senior HR Adviser within our Core HR Team. This key role will provide and promote a high quality, professional & efficient HR service across schools within the Trust. Adhering to employment legislation and best practice. Working at operational level to ensure correct implementation of policies and procedures in designated hub of schools in and around Bedfordshire.

Field based between the following schools:

Crosshall Junior School, Crosshall Infant School, Oakley Primary School, Great-Ouse Primary School, Harold Primary Academy, Lincroft Academy, Weldon Village Academy, Sharnbrook Academy, The Ferrers School & Stratton School

The Opportunity

- Develop effective relationships with Principals/Headteacher and HR Officers in schools that build trust and confidence.
- Offer advice and guidance to managers in respect of all aspects of HR Work
- To undertake informal audits of HR practices in schools, offering advice to HR Officers in the completion of accurate files and records (ensuring effective security of both manual and computerised data).
- To support HR Officer in schools to effectively perform their roles.
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The ideal candidate

- Experience of working in a school HR environment would be beneficial but is not essential.
- Level 5 or above qualification in Human Resources or equivalent work-based experience.
- Experience of handling ER casework
- A good knowledge of employment legislation and best practice.
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Closing date: 16th March 2026 at 08:00am

Interview date: 19th March 2026

To apply, please submit your application via MyNewTerm –
<https://mynewterm.com/jobs/136339/EDV-2026-CJS-04340>