

# Teaching Agencies

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## What does a Recruitment Agency do?

A recruitment agency's job is to fill vacancies for clients (schools) and help candidates (teachers) find their ideal job. They essentially take responsibility for as much of the recruitment process as the client (school) wants. This can include writing a job spec, advertising the job, screening cvs, conducting 1<sup>st</sup> interviews, organising interviews with the client, giving two way feedback. They should work with an applicant to ensure their profile is made available to a wide variety of potential employers.

They also provide temporary or contract workers to cover short- or long-term issues like staff sickness, training or PPA time.

## Why would a school use an agency?

There are various reasons, for supply work it's much easier for them as the agency takes the admin burden of compliance, payroll and finding available local staff.

On a permanent basis, schools may use various avenues to attract teachers, the agency route may be preferred as schools only pay once an offer has been made. This is different to paying for adverts where they pay upfront irrelevant of if they appoint or not. Some schools also like to outsource the advert writing, pre-screening etc., which costs time and money.

Some schools however do not choose this way of recruiting, they prefer to have control of the process and they can advertise on local authority boards etc. totally free of charge.

## How do they make money?

All the money should be paid by the client (school) not the candidate (teacher). Agencies make money on permanent roles as the client pays a fee when they find the right person for the job, this is typically a % of the candidate's first year salary.

On supply the agency makes a daily charge to the school.

The only reason an applicant should ever give money to an agency is to cover a DBS if a new one is required and that is the agency's policy.

## What are the advantages of joining?

It's another way of finding a job. It doesn't have to be the only way but it's an option. Agencies may have jobs that are exclusive and not advertised anywhere else.

Supply work is a great back up plan and often if you do get a permanent job the school might want to use you for supply at the end of the summer term. Supply gives you the option to show what you can do and network.

Working for an agency can be flexible to fit around your lifestyle, it can also help you gain experience in a variety of settings.

## What are the pitfalls of agency work?

If you don't have a contract with the school directly, they can finish supply staff at any time (even if working on a long-term basis) this can lead to uncertainty.

Not all schools will go to an agency, so you need to choose various job-hunting avenues to ensure you get in front of the most schools possible.

Being in various settings can be daunting and at times lonely.

## Can I join more than one agency?

Absolutely yes! Just be aware of joining too many, you don't want your CV to be sent to the same school multiple times, it means you lose credibility.

## What should I consider when deciding which agency to join?

- Make sure you check they fully meet your needs, be clear on what you want.
- Do they work in your location?
- What sort of work do you want (permanent/supply etc.), can they provide this?
- What are their reviews like online?
- What jobs do they have advertised and are they the sort you would want?

## Where can I find Agencies specialising in Teaching posts?

To search for agencies specialising in teaching go to [www.agencycentral.co.uk](http://www.agencycentral.co.uk) & [www.rec.uk.com](http://www.rec.uk.com)

If you would like to book a careers appointment, please visit:

<https://worchester.targetconnect.net>

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[www.worc.ac.uk/careers](http://www.worc.ac.uk/careers)