



## **Regional Network Lead - background information and response instructions**

Thank you for your interest in the above position with STEM Learning Limited. I hope the supporting information for this role will help you assess whether you wish to join our committed and professional team supporting STEM education across the UK. Information about STEM Learning, its activities and impact can be found at [www.stem.org.uk](http://www.stem.org.uk)

Instructions of how to apply and the timetable for the process are as follows:

**Applications must be EMAILED to Charlotte Ledgard via [hr@stem.org.uk](mailto:hr@stem.org.uk) and include the following:**

- an up to date CV including your full postal address and daytime telephone number
- a covering letter explaining your interest in the post, and where you saw it advertised
- contact details of two referees including your current / most recent employer (references will not be approached without your permission)

All applications received will be acknowledged by email. Interviews will commence from the 26<sup>th</sup> November in York and following shortlisting we will contact you to either invite you to interview or to let you know you have not been successful.

For an informal discussion about this opportunity please contact Gill Collinson, Programmes Manager in the first instance via [g.collinson@stem.org.uk](mailto:g.collinson@stem.org.uk). (NO AGENCIES)

Any offer of employment will be made on the assumption that all information you have provided, whether in writing or orally, is true and accurate. We reserve the right to check the accuracy of information and, if necessary, withdraw or amend the offer if information is found to be inaccurate.

Charlotte Ledgard  
Human Resources Officer  
STEM Learning Limited

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