



Tutor

Working Mon-Friday term time
Salary circa £26k per annum

Responsible for the efficient and effective running of your department, you will plan, deliver and assess learners with High Needs on 16-19 Study Programmes. This will include the design & production of appropriate learning and assessment materials and the practical delivery of sessions for accredited qualifications ranging from pre-entry to Level 1, depending on course / cohort. The role will also include the pastoral care of learners on your course.

Responsibilities include:

- Initial, diagnostic, baseline and ongoing assessments in vocational area and also functional skills using BKSB
- To set appropriate SMART targets via the Individual Learning Plans (ILP)
- To carry out regular reviews; record, track, monitor and report on learner progress and complete evaluations
- To produce detailed Schemes for Learning for Courses / Units
- To prepare appropriate learning and assessment materials
- To deliver high quality lessons and produce lesson plans
- To identify opportunities for candidates to demonstrate competence and collect evidence
- To identify valid and sufficient evidence and sources of evidence to meet national standards
- To deliver training & education to prescribed standards, meeting the requirements of funding bodies
- To provide a positive role model for all students and act as a Personal Tutor providing pastoral care and support
- To deliver group tutorial sessions, 1:1 tutorial discussions and monitor target setting and progress
- To work with learners to plan 'Get up & go' Life Skills sessions to meet individual personal, social & wellbeing needs
- To plan & deliver an Enrichment programme of activities to enhance the learner experience of college life

For more information:

Call: 01606 889097

Visit: www.pettypool.org.uk

