Job Description	Community Teacher – Functional Skills English

Role Specific

1. Teach on a range of programmes delivering effective learning (Functional Skills - English)
2. Plan and prepare high quality teaching and learning
3. Develop and share resources with the team
4. Prepare learners for accreditation, where appropriate
5. Complete reviews of learner progress towards achievement of individual learning goals
6. Ensure provision is aligned with best practice in community learning
7. Maintain comprehensive, up to date, learner records and provide information as requested using College systems to track and communicate student progress
8. Ensure close liaison and good communications with colleagues
9. Value and support adult learners to achieve their full potential
10. Engage in curriculum development and planning activities, individually and as part of a team
11. Embrace the College ethos that every learner will achieve their full potential
12. Positively represent the College both internally and externally at all times

College Responsibilities

1. Share the College's Vision, Mission, Values, Behaviours and communicate them effectively
2. Participate in Staff Review and Professional Development activities and be actively involved in the College's culture of high expectation
3. Value diversity and promote equality
4. Engage in marketing activities and liaison with employers and the wider community in line with College strategies
5. Contribute to cross-college events
6. Adhere to College policies and procedures including health and safety
7. Ensure good communication at all levels
8. Be responsible for safeguarding and promoting the welfare of children, young people and/or vulnerable adults
9. Any other duties that the Principal considers appropriate

Person Specification	Community Teacher – Functional Skills English
	Essential / Desirable
Qualifications and Attainments	
Degree in a relevant subject area or appropriate professional qualification	Essential
Recognised teaching qualification (or a willingness to achieve one within the first 3 years of appointment)	Essential
GCSE grade C, or equivalent qualification, in English and Maths	Essential
A higher degree or advanced qualification	Desirable
Training, Experience and Knowledge	
Successful teaching experience in a relevant subject area	Essential
The ability to demonstrate knowledge and understanding of the educational needs of adults	Essential
Knowledge of and proven ability to deliver the curriculum successfully	Essential
Demonstrate a learner centred approach to teaching and learning	Essential
Recent industrial experience	Desirable
Personal Skills and Attitudes	
Display initiative, be positive and enthusiastic	Essential
Demonstrate a commitment to equality and diversity, customer service and quality assurance	Essential
Possess excellent communication skills	Essential
Be a team player	Essential
Demonstrate a commitment to the process of continuous review and improvement	Essential
Ability to develop and promote relevant curriculum effectively	Essential
Suitability to work with children young people and/or vulnerable adults	Essential
Ability to use ILT in classroom delivery including interactive whiteboard technology	Essential
Access to transport and ability to travel across Lancashire	Essential