

COVER SUPERVISOR

Birkenhead Sixth Form College is one of the country's leading sixth form colleges, recognised nationally for transforming the lives of young people through exceptional education. We believe every lesson matters, every interaction counts and every member of staff has the opportunity to make a lasting difference.

We are looking to appoint an enthusiastic, confident and highly motivated Cover Supervisor to join our dedicated team. This is an exciting opportunity for someone who enjoys working with young people and wants to play a key role in maintaining high standards of learning across the College.

Whether you are considering a future career in teaching, are an experienced education professional, or simply have a passion for helping young people succeed, this role offers a rewarding opportunity to develop your skills within an outstanding educational environment.

THE ROLE

As a Cover Supervisor, you will deliver pre-planned lessons during the short-term absence of teaching staff, ensuring students remain engaged, motivated and productive. You will create a calm, purposeful learning environment where students continue to make progress and uphold the College's exceptionally high expectations.

Working across a range of A Level, Applied General and vocational subjects, no two days will be the same. You will become an integral part of our teaching and support staff, helping to ensure continuity of learning for over 1,500 ambitious young people.

WHAT YOU'LL DO

- Deliver pre-prepared lessons across a wide range of curriculum areas.
- Supervise classes, ensuring students remain engaged and focused on learning.
- Maintain high expectations of behaviour, attendance and punctuality.
- Foster a positive learning environment where every student can succeed.
- Support students to complete learning activities independently.
- Follow College procedures relating to safeguarding, behaviour and health and safety.
- Provide feedback to teaching staff on lesson completion and student engagement.
- Assist with examination invigilation during internal and external assessment periods.
- Support wider College activities as required.

Reports to: Assistant Principal

Hours: Full time, 35 hours a week, permanent term time only contract

Salary: Sixth Form Colleges National Pay Spine Point 03 £24,759 pro rata £21,169

Apply by: 12 noon, 18th August 2026

Start: As soon as possible



ABOUT YOU

We're looking for someone who is:

- Passionate about education and young people.
- Calm, resilient and confident leading groups of students.
- An excellent communicator with strong interpersonal skills.
- Highly organised and able to adapt quickly to different situations.
- Able to build positive relationships based on mutual respect.
- Committed to maintaining exceptionally high standards.
- A positive role model who embodies professionalism and integrity.

Experience working with young people or within an educational setting would be advantageous but is not essential. Full training and ongoing professional development will be provided.

You will be joining a College committed to its core values of **Positivity**, **Ambition**, **Resilience** and **Thoughtfulness**, which shape everything we do. All staff are expected to demonstrate a strong commitment to safeguarding, equality, diversity and inclusion, and their own ongoing professional development.

WHY JOIN US?

- **Pension Contributions** - Support Staff are auto-enrolled into the Local Government Pension Scheme.
- **Free Car Parking** - convenience and peace of mind when travelling to work, without the stress of paying for parking.
- **Family Friendly** - fantastic policies to support our staff with parenting and caring responsibilities.
- **Learning & Development** - fantastic opportunities for education specific professional development.
- **Social Events** - opportunity to take part in lots of College social events such as the Christmas Party and end of term celebrations.
- **College Clothing** - optional College branded clothing is available, taking away the pressure of deciding what to wear each day.
- **Book Club** - join the College book club and you will be given a free copy of the selected book.
- **Trips** - opportunity to support College trips to places such as New York, Spain and London.
- **Cycle to Work Scheme** - spread the cost of a bike.
- **Gym** - free on site gym for staff to use.
- **Do Your Possible** - staff days out in summer to meet new people and try new activities.

HOW TO APPLY:

To apply, please visit:



<https://www.bsfc.ac.uk/job-vacancies/cover-supervisor>

Please send your application form to:



hrdept@bsfc.ac.uk

POSITIVITY

AMBITION

RESILIENCE

THOUGHTFULNESS



GENERAL INFORMATION

Birkenhead Sixth Form College has a commitment to safeguarding and promoting the welfare of students and expects all staff and volunteers to share this commitment. If you are invited for interview, your suitability to work with children will be explored as well as your suitability for the post.

All posts are subject to Enhanced Disclosure Clearance through the Disclosure & Barring Service.

The College is an Equal Opportunities employer and all members of the College have a personal responsibility to implement the policy, to carry out their responsibilities in accordance with it and to maintain an equality of opportunity for all.

The Governors and staff of the College take their duties under the Disability Discrimination Act (as amended by the Special Educational Needs Act 2001) very seriously. They will ensure that all reasonable adjustments are made to ensure that disabled people are treated fairly and that they are not placed at any substantial disadvantage.

The College is committed to interview all applicants with a disability who meet the minimum criteria for the post and to consider them on their abilities.

REFERENCE CHECKING

On the application form, you are asked to provide details of two employment referees (preferably your line manager from your current and previous or most recent employer/s), who can comment on your suitability for the post. References from relatives or individuals writing in the capacity of friends will not be accepted.

The College will seek references on short-listed applicants before interview and will approach previous employers for information to verify suitability for the post, dates of employment, particular experience or qualifications, attendance / punctuality history and details of any disciplinary offences.

In addition, if you are currently working with children or young people, on either a paid or voluntary basis, your current employer will be asked about your suitability to work with children and any disciplinary offences relating to children or young people.

This will include any offences for which the penalty is time expired (that is where a warning could no longer be taken into account in any new disciplinary hearing for example) and whether you have been the subject of any child protection concerns, and if so, the outcome of any enquiry or disciplinary procedures. If you are not currently working with children but have done so in the past, that previous employer will be asked about those issues.

Please note providing false information is an offence and could result in your application being rejected, or dismissal without notice if you have been appointed and possible referral to the police.