



Job Description	Part-time Hourly Paid Teacher – Functional Skills (ICT, Maths & English)
<p><b><u>Role Specific</u></b></p> <ol style="list-style-type: none"><li>1. Teach on a range of programmes delivering effective learning (Functional Skills – ICT, Maths &amp; English)</li><li>2. Plan and prepare high quality teaching and learning</li><li>3. Develop and share resources for the course/subject</li><li>4. Maintain comprehensive, up to date, records and provide information as requested using College systems to track and communicate student progress</li><li>5. Ensure close liaison and good communications with colleagues</li><li>6. Value and support learners to achieve their full potential</li><li>7. Engage in curriculum development and planning activities, individually and as part of a team</li><li>8. Positively represent the College both internally and externally at all times</li></ol>	
<p><b><u>College Responsibilities</u></b></p> <ol style="list-style-type: none"><li>1. Share the College's Vision, Mission, Values, Behaviours and communicate them effectively</li><li>2. Participate in Staff Review and Professional Development activities and be actively involved in the College's culture of high expectation</li><li>3. Value diversity and promote equality</li><li>4. Engage in marketing activities and liaison with employers and the wider community in line with College strategies</li><li>5. Contribute to cross-college events</li><li>6. Adhere to College policies and procedures including health and safety</li><li>7. Ensure good communication at all levels</li><li>8. Be responsible for safeguarding and promoting the welfare of children, young people and/or vulnerable adults</li><li>9. Any other duties that the Principal considers appropriate</li></ol>	





Person Specification	Part-time Hourly Paid Teacher – Functional Skills (ICT, Maths & English)
	Essential / Desirable
Qualifications and Attainments	
GCSE grade C or equivalent qualification in English and Maths	Essential
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
A higher degree or advanced qualification	Desirable
Training, Experience and Knowledge	
Successful teaching experience in a relevant subject area (Functional Skills – ICT, Maths & English)	Essential
Knowledge of and proven ability to deliver the curriculum successfully	Essential
Demonstrate a student 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

