

E3 Support Tutor

Vacancy



[bigcreative.education](https://www.bigcreative.education)



Welcome to Big Creative Training

Big Creative Training (BCT) is a well-established and expanding creative industry training provider with more than twenty years' experience of delivering positive outcomes for learners. Our mission is to improve the lives of young people through high quality training and creative industry experiences, and we also take pride in ensuring staff are encouraged to flourish and feel excited to be a part of BCT.



As an organisation we provide a supportive, developmental environment with a creative and innovative approach to education. Choosing to work for BCT will enable you to be part of a successful organisation that offer a good work-life balance to all employees, which includes a flexible working approach, a friendly, positive and purposeful working environment, and plenty of opportunities for social interaction between colleagues.

We are an employer which champions equality, diversity, and inclusion. We work with integrity and passion, and are fiercely committed to creating a truly meaningful work environment, where individuals are empowered with the tools, technology, and training to unleash their full potential.

This is an exciting time to join BCT. We are expanding to launch our new world-class Digital Future Campus in September, including industry standard training rooms, equipment, VFX studios, e-sports arena and editing suites.

We have more than 500 young people per year enrolled onto our vocational training programmes including apprenticeships, and learners take qualifications in maths and English if needed.

We have great industry links and work with over 100 creative sector employers and SMEs.

BCT also operates [Creative Works](#) - a creative industry coworking space as part of our group, giving learners and staff access to an exciting community of creative businesses to support learning and progression.

Benefits of working for BCT

- Company pension scheme
- Employee assistance programme including healthcare cashback
- Bike to work scheme
- Supportive, caring and developmental environment
- Excellent career development opportunities and performance recognition
- Staff social events
- Interest free loans for emergencies or professional development
- Cycle to work scheme

[BCT culture video >](#)



“Leaders and staff successfully ignite young people’s enthusiasm for learning.”

Ofsted

What our learners and graduates say...

96% of learners at BCT say their overall experience is good. Here's what they had to say...

"The teachers always find time to help."

"I love the small class sizes, and the fun environment created."

"I get to do something I love with other people who have the same interests as me."



Not only did the college give us the tools and knowledge to succeed, they prepared us for life as creatives of the future.

Georgia



If it wasn't for BCT there's no way I would have become the person I am today. Thanks for helping me find myself!"

Amani

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The successful candidate will have a GCSE C/4, or its equivalent (Level 2), for Maths and English and will have experience of working in a similar setting. They must also be well-versed in either music production/performance, media, games design, art/animation, performing arts or events management.

Key Tasks

- Promote learner attendance, punctuality and safety and wellbeing of young people
- Support with assignment brief comprehension for learners with barriers to learning
- Encourage student self-esteem and to take responsibility for their own learning
- Encourage learners to proofread written work, spelling, punctuation and grammar

- Record academic progress and positive behaviour notes on Arbor
- Feed into the learning support plans and half-term reports to ensure learner progress is reviewed
- Set weekly targets with learners to feed into their Individual Learning Plans (ILPs)
- Communicate with parents/carers on behalf of the tutor
- Assist the tutor to refine lesson plans develop personalised learning resources based on the needs of students
- Support the tutor during lesson delivery to ensure learners have an engaging experience that enables them to achieve their qualifications and progress

- Assist wheelchair-using learners to access WC facilities
- Invigilate exams according to learners' access arrangement needs
- Lunch-time club, catch-up session and extra-curricular club duty

Essential Qualities

- One year experience of working with SEN/EHCP learners
- Experience of behaviour management

Desired Qualities

- Proactive team player with a positive outlook
- Keen eye for detail
- Good written and verbal communication skills
- Good understanding of the vocational frameworks regarding either music production/performance, media, games design, art/animation, performing arts or events management

Salary and Days of Work

- 24 hours across 5 days a week for 36 weeks per year (term-time)
- Pro rata of salary FTE **£23,660** (actual salary £12,335)
- This is a **fixed-term** position until the end of the academic year, with scope to become permanent
- Start Date **ASAP**

How to apply

You must be eligible to work in the UK and possess a UK work permit if needed. This job is based in London and cannot be done remotely.

If you wish to apply you must complete the application form found at www.bigcreative.education/bct-staff-application-form

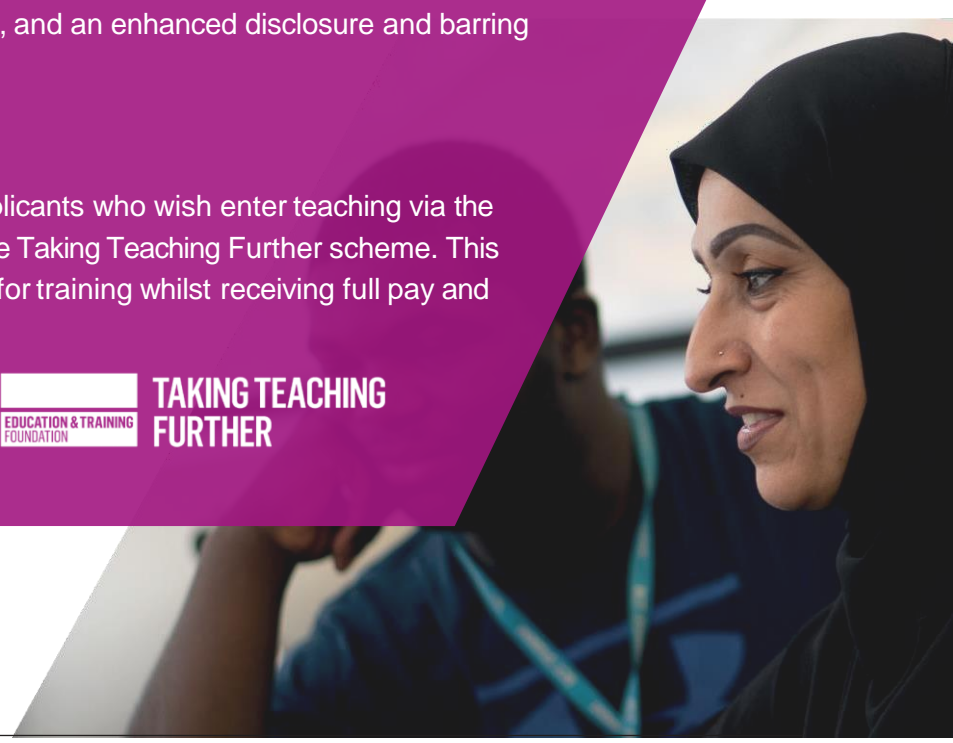
BCT is an equal opportunities employer and positively welcomes applications from all sections of the community. We are committed to safeguarding all learners enrolled on our programmes and appointment of successful applicants will be subject to satisfactory references being obtained, and an enhanced disclosure and barring service (DBS) check.

For teaching positions only

We welcome industry professional applicants who wish enter teaching via the full teaching qualification funded by the Taking Teaching Further scheme. This allows 6 months of reduced timetable for training whilst receiving full pay and cover.



**TAKING TEACHING
FURTHER**



What our staff say...



I like the progressive nature of the college and how we are always looking to expand and offer a more rounded experience for the learners.

The best part of my role is being able to make a positive difference to the lives of many, supporting our young people in seeing their potential.

There is fantastic communication between members of staff and the management team.

I feel supported and encouraged in my role, inspired to continue working to deliver high quality and engaging material.

The staff get on well with each other and work together positively to benefit the organisation.

Lovely working environment with a supportive team and great students.

What we do, individually, and overall, makes a huge impact on the lives of these young people and empowers them.

I like the collaborative culture and genuine care for staff, with time and energy invested.

BCT is a small organisation with a big heart and a great mission to develop learners from disadvantaged communities.

I am trusted by my manager to use initiative and develop my area as I see fit. I feel trusted and valued in my ideas and opinions.

The environment at BCT is a huge stand out to me. The staff are diverse so it makes me feel very comfortable at work.

The absolutely fantastic team of staff that I work with – we all come from different walks of life yet share the same creative interests and goals in improving learner's experience and their lives in general.

The community feel to our college is second to none.



To find out more about BCT and our approach to education please visit <http://www.bigcreative.education/>

Big Creative Training was rated "good" by Ofsted at our last inspection.

[Read the full report >](#)

Useful links

[BCE careers video >](#)

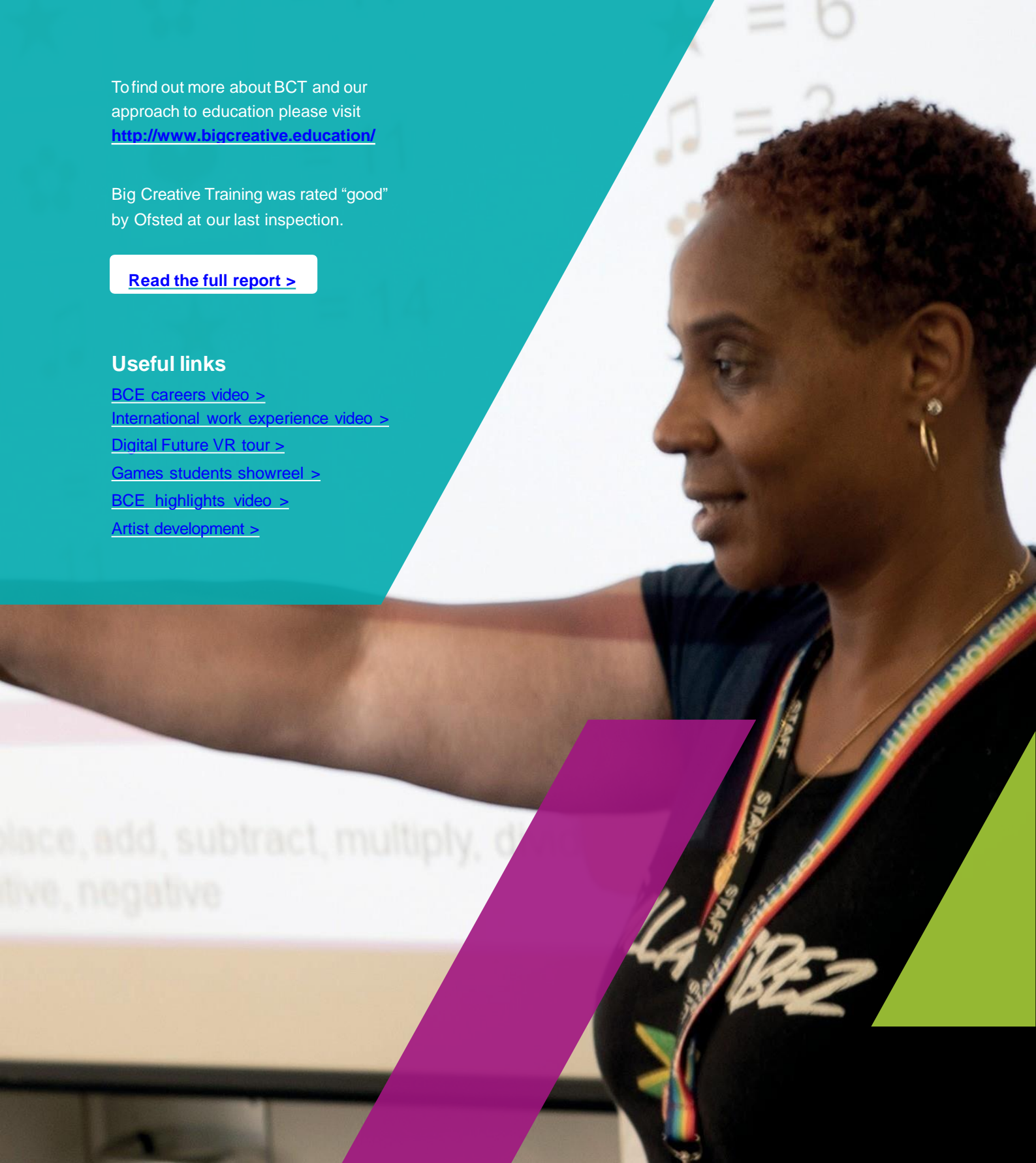
[International work experience video >](#)

[Digital Future VR tour >](#)

[Games students showreel >](#)

[BCE highlights video >](#)

[Artist development >](#)



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