

**PE Teacher (0.3)**

**Job Description**

## Main Purpose of Job

To be an effective part of the teaching team delivering a variety of Sports Programmes and to offer diverse enrichment opportunities for students at Cronton Sixth Form College.

**Teaching and Learning**

* To develop and implement teaching and learning strategies which ensure students are successful and progress in their studies
* To teach Sport to a high standard appropriate to specification requirements
* To promote student centred learning, ensuring all students have access to differentiated learning materials
* To promote stretch and challenge so all students reach their full potential
* To identify and implement strategies to ensure that the student’s learning experience is of the highest standard
* To teach a number of hours as agreed with college management

**School of Sport and Uniformed Services**

* To be involved with the promotion of School and Centre of Excellence activities across the College and at external events, including maintaining and forging links with partner institutions and local providers of sport, fitness and recreation
* To contribute to the delivery of Sport Centre of Excellence and enrichment programmes across the College
* To provide sports coaching to a high level

**Pastoral**

* To take an active role in the selection, induction and support of students
* To act as a personal tutor as required
* To promote and safeguard the welfare of all students
* To meet the individual needs of all students to ensure all have an equal chance of success whilst actively taking necessary steps to narrow the achievement gap of any groups of learners

**Personal Development**

* To undertake staff development and attend staff meetings as required and requested
* To accept flexible redeployment and reallocation of duties commensurate with the level of the post



**PE Teacher (0.3)**

**Person Specification**

**Qualifications**

* Relevant degree or equivalent qualification
* Teaching qualification
* Level 2 Coaching qualification
* A REPS approved qualification in fitness training at Level 2 or 3
* CYQ Level 2 Fitness qualification (would be an advantage)
* Assessor and Verifier qualifications would be an advantage
* Evidence of continuing professional development

**Knowledge/Experience**

* Significant and successful teaching experience in Sport
* Experience of effective team working and promoting effective relationships between staff and students
* Ability to develop supportive working relationships with parents and other key stakeholders
* Knowledge of curriculum and assessment issues
* Awareness of curriculum developments and national initiatives in Sports teaching
* Knowledge of safeguarding issues
* Knowledge of equality and diversity issues
* Experience of leading or teaching on CYQ programmes would be desirable

**Skills/Attributes**

* Good inter-personal skills
* Ability to manage and resolve a range of situations in the best interests of the students
* Ability to contribute to the whole Sixth Form College experience
* Effective communicator
* Flexible approach
* Logical approach to problem solving
* Excellent IT, information management and reporting skills

**Additional Requirements**

* Willingness to work flexible hours

**Post Information**

* Reports to Head of School of Sport and Public Services
* Salary £24,567 - £37,071 (pro rata)
* The post holder will undertake all duties and responsibilities in compliance with regulatory, legislative and college procedural requirements.



**Specialist Pastoral Tutor (0.5)**

**Job Description**

**Main Purpose of Job**

To provide effective and personalised pastoral support to learners throughout their college life.

**Support for Students**

* To provide effective pastoral support to a cohort of students
* To deliver effective group and 1:1 tutorials to a cohort of students
* To give appropriate and timely guidance and support to all students, but mainly those who have been identified as cause for concern, including encouraging students to access services available across the college and encouraging them to take an active part in college life
* To monitor student attendance (including maths, English and study support where relevant), conduct and academic progress via the STAR system, IS data, Markbook, tutor referrals, student reviews and contact with parents/guardians
* To conduct individual interviews, agreeing and communicating detailed targets with students, tutors and parents/carers and review as necessary
* To assist with the process of booking in students for Programme Managers, liaising with other staff regarding appointments
* To maintain databases and report on attendance, retention, achievement and progression
* To maintain an overview of the students within the college and support as necessary, including co-ordinating reports and references as required
* To liaise with curriculum staff and other cross-college services on all matters relating to students on programme
* To liaise with relevant external agencies as necessary
* To work alongside other personal tutors to support and deliver the whole tutorial programme ensuring a high quality and consistent programme
* To support the pastoral aspects of tutorial delivery
* To offer support within areas in relation to study skills and hold one to ones with students who are identified as being cause for concern
* To develop effective working relationships with parents, guardians, careers to re-engage the learner.

**Personal Development**

* To undertake staff development and attend staff meetings & Course Team meetings as required and requested
* To undertake continuous professional development

**Additional Duties**

* To meet the individual needs of all students
* To promote and safeguard the welfare of young people and vulnerable adults at the college
* To accept flexible redeployment and reallocation of duties commensurate with the level of the post.



**Specialist Pastoral Tutor (0.5)**

**Qualifications**

* Relevant qualification to minimum of Level 3 (A Level or equivalent)
* Level 2 qualification in Literacy and Numeracy
* Award in Education and Training (PTLLS equivalent) or above
* Evidence of continuing professional development
* A degree (or equivalent), or professional qualification in relevant area would be an advantage
* A counselling qualification would be an advantage

**Knowledge/Experience**

* Experience of effective team working and promoting effective relationships between staff, students and the community
* Experience of working with and supporting teenagers/young people in an FE/Sixth Form setting
* Experience of advice and guidance or student support in further education and/or training
* A knowledge of management information systems
* Knowledge of safeguarding issues
* Knowledge of equality and diversity issues
* Understanding of reference writing skills and the UCAS scheme
* Experience of working in a college environment would be an advantage
* An understanding of the role of student union/student council within an FE college would be an advantage

**Skills/Attributes**

* Display initiative, be positive and friendly
* Strong persuasion skills
* Effective communicator
* Student focused approach
* Flexible approach
* Logical approach to problem solving
* Ability to work under pressure
* Competent user of the full range of Microsoft Office Applications

**Additional Requirements**

* Willingness to work flexible hours
* Participation may be required outside normal working hours including evenings and weekends

**Post Information**

* Reports to Head of Sport and Public Services
* This post is for hours per week, term-time only,
* Salary £20,568 (pro rata)
* The post holder will undertake all duties and responsibilities in compliance with regulatory, legislative and college procedural requirements.