|  |  |
| --- | --- |
| **Job Description** | **Part-time Hourly Paid Teacher – Functional Skills (ICT, Maths & English)** |
| **Role Specific**   1. Teach on a range of programmes delivering effective learning (Functional Skills – ICT, Maths & English) 2. Plan and prepare high quality teaching and learning 3. Develop and share resources for the course/subject 4. Maintain comprehensive, up to date, records and provide information as requested using College systems to track and communicate student progress 5. Ensure close liaison and good communications with colleagues 6. Value and support learners to achieve their full potential 7. Engage in curriculum development and planning activities, individually and as part of a team 8. 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** | **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 |