



Job Description

Our school is committed to safeguarding and promoting the welfare of children and young people

POST TITLE:	English Language/Literature Tutor
SCALE:	Unqualified Teacher Scale 1 – 6 (Dependant on experience)
RESPONSIBLE TO:	Pupil Premium Coordinator
WEEKLY HOURS:	4 hours
WEEKS PER ANNUM:	Wk Commencing 30 th Oct to Wk commencing 25 th June
POST OBJECTIVE:	To provide GCSE English Language/Literature tuition to PP students in small groups after school

METHODS OF WORKING

- You will be required to work at Eckington School from 2.45pm – 4.45pm on Monday and Wednesdays.
- You will work with small groups of students to improve literacy skills from Y7 – Y11.
- You will work with students on certain aspects of the English language and English literature GCSE specifications.
- You will need to plan and prepare for the sessions so that they are differentiated to each students' need; tutor to student ratio 1:4 max.
- You will need to liaise with staff and students to ensure that targeted students attend the sessions.
- Due to this post having access to children and/or vulnerable adults, candidates will be required to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

The post holder will undertake any other duties within the overall function of the post as reasonably required by the Pupil Premium Coordinator.



Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• 5 GCSE or equivalent including Maths and English.• A Level English Literature or Language	<ul style="list-style-type: none">• English Language or English Literature degree
Experience		<ul style="list-style-type: none">• Experience of working with children
Knowledge and understanding		<ul style="list-style-type: none">• Understanding of education system and specifications in English and English Literature.
Skills	<ul style="list-style-type: none">• To work to a high level of accuracy.• Good organisational skills.	



ECKINGTON SCHOOL

Respect, Progress, Succeed

Personal Characteristics	<ul style="list-style-type: none">• Ability to work well with others.• Good communication skills.• Ability to cope with change, to be flexible and cope with uncertainty.• Deal with last minute requests.• Good communicator• Sense of humour	
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