**Job Advert. – *To be completed for every vacancy***

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| **Job Ref. No: *to be completed by HR*** | **1051MOR** | | | | | | | | |
| **Initial wording for Website & Indeed** | Our Moreton Campus, located near Dorchester, is a unique and vibrant setting where young people with special educational needs and disabilities (SEND) are supported and empowered to achieve their goals.  We are seeking to recruit a dedicated Tutor with experience working with young people with SEND to join our education team. The successful candidate will play a key role in promoting and facilitating both the learning and personal development of our students.  The Moreton Campus is situated within The Walled Garden, a five-acre formal garden, and is designed to support students in realising their potential through a blend of education and hands-on learning in real working environments.  If you are passionate about making a difference in the lives of our students and would like to be part of our growing team, we would be delighted to hear from you. | | | | | | | | |
| **Job Role:** | **Tutor** | | | | | | | | |
| **Department:** | **Education** | | | | | | | | |
| **Location:** | **Moreton** | | | | | | | | |
| **Reports to:** | **Deputy Head of Education** | | | | | | | | |
| **Remuneration & Rewards Package** | * **£28,039.44/annum (£29,515.20 FTE)** * **32 Days Paid Annual Leave inc. Bank Holidays** | | | | | | | | |
| **Working Days/Hours:** | **40 hours a week. Mon-Fri, 0845-1645.** This is on a **Term Time Plus Contract** **(TT+)** which is **43 working weeks** plus **6.4 weeks of paid leave/annum.** | | | | | | | | |
| **Type of Contract:** | Full Time |  | | Part Time | |  | | Zero Hours |  |
| Salaried | x | | Hourly Paid | |  | | TTO-Term Time Only |  |
| **Notice Period:** *after probation period* | **3 months** | | | | | | | | |
| **Equipment Required** | Mobile Phone | | Laptop | | Fob(s)specify where for below | | Otherspecify details below | | |
| **Tick here if required** | **x** | | **x** | | **x** | |  | | |

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| **Main purpose of job role:** | * To promote and facilitate the learning and personal development of the students to whom you are assigned, to enable them to make best use of the educational opportunities available to them. |
| **Key tasks:** | * Design and implement individualised lesson plans that focus on the taught subject being delivered. * Design modules with skills, knowledge and behaviours to be assessed in line with the curriculum and students EHCP Outcomes. * To oversee a tutor group (daily tutorial AM and PM) * Regularly assess student progress, provide constructive feedback, and adjust teaching strategies to meet individual learning needs. * Work closely with colleagues, employers, and external agencies to create opportunities for student work experience and community engagement. * Ensure a safe and supportive learning environment by adhering to safeguarding policies and promoting the wellbeing of all students. |
| **Other duties/responsibilities:** | * Refer to full Job Description and Person Specification for further information. |
| **Safeguarding:** | Employ My Ability is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment.  Applicants will be required to undergo child protections/adult safeguarding screening appropriate to the post, including checks with past employers, and an enhanced DBS check.  It is a criminal offence for those who are barred from working in a regulated activity to apply for this role. |
| **Equality & Diversity:** | Employ My Ability is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity.  Employ My Ability is a Disability Confident  employer. |
| This role is exempt from the Rehabilitation of Offenders Act (ROA) 1974.  All documentation relating to applicants will be treated confidentially in accordance with the Data Protection Act. | |
| **Closing Date:** | Applications will be processed as they arrive, so early submission is recommended. |
| **Interview Date(s):** | TBA |