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

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| **Job Ref. No: *to be completed by HR*** | **1056MOR** | | | | | | | | |
| **Initial wording for Website & Indeed** | **Join Our Team as an ESOL Tutor – Moreton Campus (near Dorchester)**  Are you passionate about language, learning, and empowering young people with SEND? We’re looking for an enthusiastic and skilled ESOL Tutor to join our team at EMA at our beautiful Moreton Campus, based within the Walled Garden Moreton.  In this rewarding role, you’ll design and deliver tailored ESOL lessons that help students build confidence, communication, and life skills. You’ll work closely with colleagues and community partners to support holistic learning in a truly unique, real-world educational setting.  Applications are reviewed on a rolling basis — apply early to avoid missing out!  *Please read the full job advert, job description and person spec, and apply today to be part of something special!* | | | | | | | | |
| **Job Role:** | **Tutor ESOL** | | | | | | | | |
| **Department:** | **Education** | | | | | | | | |
| **Location:** | **Moreton** | | | | | | | | |
| **Reports to:** | **Deputy Head of Education** | | | | | | | | |
| **Remuneration & Rewards Package** | * **£10,514.79 - £14,019.72/annum (£29,515.20 FTE)** * **32 Days Paid Annual Leave inc. Bank Holidays** | | | | | | | | |
| **Working Days/Hours:** | **15-20 hours a week. Mon-Fri, 0845-1645 working days and hours are flexible and agreed with the successful applicant.** This is on a **Term Time Plus Contract** **(TT+)** which is **43 working weeks** plus **6.4 weeks of paid leave/annum.**  **One Year fixed term contract.** | | | | | | | | |
| **Type of Contract:** | Full Time |  | | Part Time | | X | | 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 |