
Job description

Functional Skills English and Maths Tutor/Teacher (SEN)

Salary: £22,778 - £26,227 (f/t) depending on qualifications and experience

Full time and part time available. To start: ASAP

Bridge School Malvern is an independent Special Needs School supporting 11-19's. We are in a beautiful rural location overlooking the Malvern Hills. The main school is set up with a five-acre care farm on site. We are a small school established as a charity 14 years ago. We have a creative, practical curriculum, and strive to create a working environment where our caring staff have time to care. Our 16-19 provision is based a mile away in Barnard's Green. Here we have three micro businesses and a team of mentors/careers coaches who support the young people's wider needs.

Do you wish to join a dynamic functional skills team being well supported with regular training and strategies work with young people with SEN? Due to the development of the team new posts are being created. We are looking for tutors/teachers to engage young people (11-16) with teaching and learning activities. You will lead the planning, preparation and delivery of lessons on a one to one basis and with small groups. You may work across two sites and also deliver sessions to pupils who are working remotely.

Full time 33.75 hrs per week

Part time hours negotiable

Usual school holidays

You will be well supported by your manager and have regular training to ensure you are provided with the strategies you need to engage pupils in their learning.

Ideally, you will be a qualified teacher or have a good amount of experience of teaching functional skills and working with young people with special educational needs including emotional and behavioural difficulties. You must be able to build rapport quickly, be reliable, resilient, and adaptable and have a genuine willingness to make a difference.

You will need to have a positive approach using a variety of creative methods, including the use of ICT to support pupils learning. You must be familiar with dealing with difficult situations. A good sense of humour is essential. You will need to be experienced in record keeping and report writing.

Flexibility, creativity and reliability are essential qualities. You need to be a team player, encouraging and supporting the wider training team and facilitating the sharing of best practice.

Applications are to be made by submitting your CV with a covering letter stating your suitability for the role. We reserve the right to close the advert early due to the number of suitable applications received.

COVID-19 considerations: Interviews will be held on site observing our C-19 risk assessments. Successful applicants will be required to undertake a Lateral Flow Test either on site or at home and share results, prior to interview.

Bridge School Malvern and all its services, are committed to safeguarding and promoting the welfare of children and young people, therefore all workers and employees within Bridge School Malvern are expected to share this commitment.

We are an equal opportunities employer.

Job Description: Functional Skills Coach

Responsible to: Headteacher/Line Manager

Hours: 8.45 to 3.30 (f/t), Mon - Fri, term time only + weekly meetings

Main purpose of job:

To deliver, as part of the wider team and under the direction of the Headteacher, functional skills maths and English teaching and the welfare and care of young people.

Job activities:

- To deliver, face to face and remote teaching, 1:1 and in small groups, City & Guilds Functional Skills English and maths, Entry Level 1 to Level 2.

- Plan, teach and assess functional skills maths and English to young people with a range of SEN and EBD needs.
- To develop and deliver creative and dynamic learning programmes that meet the varied needs of students, using a range of teaching and learning strategies. Record and collate information on learner progress daily; maintain programme records; write termly reports.
- Support and encourage young people to manage their own learning and development, developing plans to engage and to incentivise where necessary.
- Apply therapeutic strategies to manage behaviour and learning under the direction of the line manager.
- Carry out induction paperwork and assessment as requested.
- Carry out IT training within the pupil's home to enable the pupil to access remote learning
- Report incidents and causes for concerns promptly.

General activities

- Be familiar with, and keep up to date with a range of online learning platforms and resources
- Work with the team to identify specific pastoral needs; set suitable targets and develop appropriate programmes.
- Ensure you are familiar with, and comply with the Safeguarding Policy and Health and Safety Policy.
- Attend all team meetings.
- Comply with confidentiality and data protection guidelines at all times.
- Support the ethos of the Bridge and follow routines and procedures.
- Carry out other duties as directed by the Headteacher.
- Take part in CPD.

Person Specification

A proven track record of delivering functional skills in English and maths is essential. Experience of working with young people with challenging behavioural, emotional and/or learning needs is essential. Confident report writing and record keeping are important skills. You must have excellent IT delivery skills as this an important aspect due to working with pupils who will be learning remotely.

You will be supportive and empathetic towards teenagers with MLD; ASD; PTSD and other difficulties and/or from disadvantaged home and social backgrounds. You need to be not easily shocked, non-judgmental and able to recognise the potential of young people who are unable to see it in themselves. You must be emotionally resilient and of a stable disposition.

You will be creative and have a positive approach to dealing with difficult situations. Flexibility, reliability and organisation are essential qualities, along with patience and a good sense of humour. You need to be a problem solver, naturally optimistic and have a strong work ethic and a team player. An understanding of, and commitment to, safeguarding, health and safety and safe working practices are essential.

The Bridge is committed to supporting every pupil to succeed socially and emotionally as well as academically. Your role will include helping young people to develop personally so that they can gain greater control over their lives. We need motivated and inspirational people committed to delivering an excellent education with kindness, empathy, imagination and compassion.

Job Types: Full-time, Permanent

Salary: £22,778.00-£26,227.00 per year

Lisa Goldsby

PA to Head and Deputy Headteachers

Bridge School Malvern

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www.bridgeschoolmalvern.org

