



Person Specification

Post Title: **SENIOR TUTOR**

Relevant Experience

<i>Essential</i>	<i>Desirable</i>	<i>How Identified</i>
Successful experience of teaching in the post-16 sector		Application
Successful track record in managing and improving student performance		Interview
Experience of leading projects and/or curriculum teams within a post-16 setting		References
Participation in high-quality learner centred pastoral support systems from pre-entry through to progression		

Education and Training

<i>Essential</i>	<i>Desirable</i>	<i>How Identified</i>
Degree or equivalent professional qualification	Post-graduate qualifications	Application
Qualified teacher status	Management qualifications	

Knowledge and Abilities

<i>Essential</i>	<i>Desirable</i>	<i>How Identified</i>
A clear understanding of the principles underpinning high-quality pastoral and student performance systems	Competent ICT skills	Application
Good organisational and administrative skills	An understanding of the principles underpinning careers education and guidance	Interview
A willingness to share good practice		References
Awareness of key issues relating to the Every Child Matters agenda		

Personal Qualities

<i>Essential</i>	<i>Desirable</i>	<i>How Identified</i>
Good communication skills		Interview
Empathetic to student needs		References
Enthusiasm, energy and commitment to leading a team of staff and students		
Leadership skills such as delegation, initiative and drive		
Flexible approach to work commitments		
A willingness to undertake further appropriate training		
A team player		
A good sense of humour		



Safeguarding

The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Essential

Suitable to work with children and young children and/or vulnerable adults

Requirement to apply for a CRB check and, for staff taking up post from September 2010 who will work in a regulated activity, requirement to register with the ISA (Independent Safeguarding Authority).

For teaching posts: To be a member of the IFL or GTC (or willing to join within one month of taking up post).

How Identified

Application / Interview / References

CRB Disclosure Certificate No.
ISA Registration No.

IFL or GTC Registration No.