

Tutor Person Specification

Job Title: Tutor

Service: Mercury College

	<u>Essential</u>	<u>Desirable</u>
<u>Knowledge</u>		
1 Understanding of effective utilisation of resources	✓	
2 Knowledge of the range of different types of learning difficulties and disabilities	✓	
3 Knowledge and understanding of the needs of students with personal care and medical needs	✓	
4 Knowledge and understanding of child/adult protection best practice and the procedures to follow in the event of an allegation of abuse.	✓	
5 Willingness to maintain and update personal specialist skills and knowledge through engaging with appropriate professional development activities and training	✓	
6 Knowledge of strategies to enable optimal student participation		✓
7 Knowledge and understanding of the importance of education planning cycles and quality processes	✓	
8 Knowledge of working with risk assessments	✓	
9 Knowledge of RARPA and effective implementation and development of curriculum	✓	
	<u>Essential</u>	<u>Desirable</u>
<u>Skills and Abilities</u>		
1 Ability to apply all knowledge and understanding as listed in the "Knowledge" section above.	✓	

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- 2 Ability to communicate effectively with people using the service, the staff team and with partners such as family carers, tutors and management colleagues. ✓

- 3 Ability to ensure the consistent use of Hesley Group's recognised methodology to person centred support, positive behaviour support and reducing the need for the use of restrictive interventions (training delivered when in post). ✓

- 4 Ability to ensure Hesley Group policies, guidance and procedures are put into effect and provide assurance that these are being followed through effective management practice, e.g. monitoring, checking and auditing as required. ✓

- 5 Outstanding interpersonal skills with an innate ability to bond with and gain the trust of young people and facilitate rich learning experiences ✓

- 6 Exceptional analytical abilities with sound reviewing and recording skills in order to continually monitor and document student progress ✓

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| 7 | Proven ability to deliver educational activities and specialist training in a manner which is stimulating, engaging, enjoyable and enthusiastic | ✓ |
| 8 | Clean driving license and ability and willingness to drive minibuses | ✓ |
| 9 | Exceptional planning skills in order to devise educationally beneficial session activity plans relevant to each student's Education Planning Cycle including goals, outcomes and other key points | ✓ |
| 10 | Superb evaluating skills to perform initial assessments on students and to contribute to continual assessment of student learning needs and abilities | ✓ |
| 11 | Ability to demonstrate a systematic and meticulous approach towards following guidelines such as session delivery plans, ensuring all key learning points are addressed and understood | ✓ |
| 12 | Intellectual capacity to develop a deep understanding and appreciation of each student's personal risk assessment, personal background, special needs and difficulties to improve the effectiveness of educational sessions | ✓ |
| 13 | Physical capacity to effectively deliver excellent teaching, learning and assessment whilst keeping all stakeholders including self, safe from harm | ✓ |

Qualifications Required

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| 1 | Qualified Teacher or working towards an appropriate qualification, starting within 6 months of commencing in role, with a view to completion within 2 years of starting. | ✓ |
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Experience Required

Essential **Desirable**

1. Significant experience of working with young people or

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- adults with a range of severe, complex and moderate learning difficulties and/or disabilities and or behavioural needs ✓
2. Experienced in providing personal care for students as and when required ✓
3. An understanding of education health and care plans for young disabled people ✓
4. Previous experience of working in a learning support/personal care role in further education or specialist provision ✓

Person Specification prepared by the Recruitment Department

Date: 04/04/23