

Young People are our future, we  
must invest in them, listen to  
them, believe in them.

## **Tutor (English)**

Stoke on Trent

Salary: £22,000.00 - £34,549.00 (pro-rata (44 weeks out of 52) (full-time equivalent)

Starting point dependent upon experience and qualifications.

Unqualified Rate usually in the range: £22,000 - £28,000

Closing Date: Friday 10<sup>th</sup> July 2020

## **Full / Part Time / Sessional Rates available**

Phoenix U16 is an Ofsted registered independent school established in 2011. We are based in the Stoke on Trent area and support young people experiencing educational crisis.

We are now looking to add to our existing team of tutors to help our young people work towards and achieve GCSE and BTEC qualifications across the entire ability spectrum. It is not necessary for tutors to hold QTS but applicants should be able to demonstrate the ability and passion to deliver high quality teaching to enable young people to move learning forward. The positions are highly suited to experienced school staff looking to make a real difference to young people or newly qualified teachers aiming to gain real experience in an alternative setting with hard to reach young people.

Tutors take direct responsibility for timetabled classes as well as the pastoral care of a small number of young people. Timetabled classes are typically for groups of 6 or fewer students, while the focus of the pastoral support is to enable students to make significant progress in their personal and academic development in preparation for Post 16 education. Tutors will utilise the quality assurance and student tracking processes that are used efficiently and effectively throughout Phoenix U16 and comply with the needs of monitoring bodies.

Tutors will also support the Phoenix U16 leadership team on behavioural issues. They will work closely with all other staff to ensure that Phoenix U16 is run effectively in line with all legal and best practice requirements and delivers fully to its stated aims, objectives and vision.

The position is for a full time post but we would consider part-time hours as well. Applicants should state their curriculum strengths in their application and the level they are able to teach each subject. Ideally candidates will be able to offer some experience in more than one subject area, especially for the full time posts. E.g. Mathematics /English /Science /Health & Social Care/ Sport/ ICT/ Business Studies/ PSHE. We are currently also developing our SEN provision and so are interested in SEN experience of candidates.

## **KEY DUTIES AND RESPONSIBILITIES:**

### **Teaching and learning**

In line with the vision and ethos of Phoenix U16 Tutors will:

- Develop and deliver the curriculum in line with exam board criteria.
- Ensure that their classroom practice demonstrates:
  - high academic expectations;
  - challenging, innovative and methods of delivery;
  - focus on employability;

**Phoenix U16 Independent School**

Unit E, Metro Business Park, Clough Street, Hanley, Stoke on Trent ST1 4AF

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- enterprise opportunities;
- effective instruction and support for all students.
- Promote high standards in teaching and learning and the student experience and encourage continuous improvement.
- Set challenging targets for achievement; develop, inspire and motivate students to achieve them.
- Ensure that every student has access to a personalised learning programme that will enable them to learn, grow, improve and achieve.
- Promote equality and diversity in every aspect of Phoenix U16 life, ensuring the needs of each student are met.
- Innovate and develop the curriculum.
- Participate in and contribute to the development of Phoenix U16 together with other members of staff.

### **Monitoring Student Outcomes**

To achieve the high standards demanded by the vision of Phoenix U16 Tutors will:

- Implement strategies and systems for the management, assessment and evaluation of effective learning to ensure a focus on continuous improvement and excellence.
- Monitor, evaluate and review their own classroom practice.
- Participate in target setting to achieve results that are designated as outstanding by Ofsted;
- Utilise appropriate tracking systems that monitor student performance.
- Review on students' academic performance, attendance and overall success rates.
- Optimise the performance of provision in relation to achievements of targets, qualifications, progression and maximise college achievements. Ensure that data relating to students is accurate and robust.
- Ensure students are prepared and able to sit exams.

### **Partnership working**

As a representative of Phoenix U16 Tutors will;

- Build strong relationships with a range of stakeholders including, but not restricted to, Stoke on Trent City Council, schools and other educational establishments in the region, teachers, students, families, community partners and awarding bodies.
- Support the Phoenix U16 Leadership team as requested to work with partners and to help further develop Phoenix U16.
- Act as a champion and ambassador for Phoenix U16 both internally and externally.

The Phoenix U16 tutor will have:

- Excellent time management and communicative skills.
- A versatile tailored approach in delivering all lessons.
- Be flexible and comfortable in adapting to new methods of teaching.
- Be able to adapt and differentiate the curriculum according to ability.
- Have experience of working as part of a multi- disciplinary team
- Have knowledge of SEN strategies.
- Have experience (or willingness to teach) of teaching young people who are reluctant learners or have experience within an alternative setting, special school or PRU.
- Be computer literate and comfortable using a variety of packages.

It is vital for the success of the position that the person appointed is able to succeed within the Phoenix U16 ethos and appreciate and understand our values. For the right candidate this will be a rewarding position offering personal development and the scope to develop your role and progress further. It will often be far from easy but for the person with the right experience you will enjoy the challenges that arise when working with hard to reach young people.

This document outlines the duties required for the post for the time-being, to include the level of responsibility. It is not a comprehensive or exclusive list and duties may be varied from time to time which do not change the general character of the job or the level of the responsibility entailed.

Phoenix Learning is committed to safeguarding children and young people. All post holders are subject to appropriate vetting procedures and, as the Exceptions (amendment) Order 1986 to the Rehabilitation of Offenders Act 1984 applies to this position, the post holder will be required to apply for an Enhanced Disclosure from the Criminal Records Bureau.

If you feel that you have the right experience and are interested in this position please send your completed application to us at [admin@phoenixlearning.co.uk](mailto:admin@phoenixlearning.co.uk).