



**Post 19 Tutor in Adult Education**

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| Personal Attributes Required | Essential (E)OrDesirable (D) | Methodof Assessment |
| **Experience/Qualifications** A recognised full teaching qualification for the relevant programme:* PGCE L5 (DTLLs or Cert Ed) for delivery of Maths and English accredited qualifications.
* L4 (CTLLs/Certificate in Education & Training) for delivery of all other accredited qualifications.
* Delta, CELTA or L3 teaching qualification and a minimum of 120h TESOL qualification with substantial experience of teaching across various levels, from pre-entry to L1, for delivery of ESOL programmes.
* For non-accredited programmes. You must hold a recognised L3 teaching qualification and have experience of teaching across various levels.
* L2 Specialist qualification relevant to the subject area and/or equivalent industry experience.
* Experience of delivering high quality programmes to adult learners.
* Experience of teaching adult learners to gain a qualification.
* Experience of delivering online and blended learning.
* L4 Award in the Internal Quality Assurance of Assessment Processes & Practice.
* L2 Award for Learning Support Practitioners.
* Maths and English at grade A\*- C or equivalent.
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| * **Ability/Skills**
* Good written and communication skills to effectively communicate with colleagues, managers, and a wide range of adults in spoken and written forms.
* An understanding of the needs of adult learners.
* Ability to assess and address individual learners’ needs.
* A commitment to enabling all learners to achieve their full potential.
* Experience of developing high quality resources.
* Experience of writing programmes of learning.
* Understanding of National Core Curriculum for adults.
* Understanding of the OFSTED Education Inspection Framework (EIF)
* Willingness to participate in team meetings and staff development days.
* Good level of digital skills.
* Good organisational and administrative skills to ensure accurate completion of relevant paperwork to fulfil Service, funding and awarding bodies requirements.
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| **Knowledge** * Significant and current knowledge of subject area.
* Evidence of positive attitudes to and knowledge of promotion of equality and diversity and fundamental British Values through delivery.
* Evidence of positive attitudes to and knowledge of embedding English, maths and ILT into learning programmes.
* Understanding of the use of initial assessment to identify stretching and challenging targets.
 | (E)(E)(E)(E) | AF/I/MTAF/I/MTAF/I/MTAF/I/MT |

AF = Application Form

MT = Micro Teach

C = Certificate

I = Interview

R = Reference