



Person Specification			
Post title	Sessional Adult Education Tutor	Grade / Salary	Pay Band H / £17.09 per hour

*** * *** This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months *** * ***

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Experience of planning, delivering, and assessing adult learning programmes within a community context	CV / I
S2	Experience of working within a quality assurance framework, e.g. Ofsted Common Inspection Framework.	CV / I
S3	Awareness and understanding of embedding ICT and Functional Skills within a curriculum context	CV / I
S4	Highly developed planning and co-ordination skills, with experience of working with and through others to develop a responsive curriculum	CV / I
S5	Knowsley of information, advice and guidance service	CV / I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	CV / I
Communication		
C1	Excellent communication skills and interpersonal skills with an ability to work with a wide range of learners.	CV / I
Qualifications		
Q1	Must possess a Post-16 Teaching, Cert Ed/PGCE qualification	CV / I / C
Q2	Must be willing to undergo, as a condition of employment, an enhanced DBS check	C



Q3	Occupationally competent and suitably qualified in subject sector area	CV / C
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October 2023



A = Application form **CV** = Curriculum Vitae **C** = Certificate **E** = Exercise **I** = Interview **P** = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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