

Functional Skills Tutor

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Company: S Knights Recruitment

Location: Nottingham

Category: educational-instruction-and-library

Here at S Knights Recruitment, we have a fantastic new opportunity for a Functional Skills Tutor covering Nottingham and Derby on a full time permanent basis, delivering in classrooms to adult learners.

As Functional Skills Tutor, your primary responsibility will be to support and enhance the learning experiences of apprentices in various work-based settings. This includes delivering tailored support in English, Maths, and ICT Functional Skills to ensure learners meet their individual learning objectives.

Our client are an award winning organisation with an Ofsted Grade 1 report, recognised for their outstanding leadership and management. They deliver a wide range of apprenticeships from level 2 and 5 made up with a separate team of functional skills trainers to support their apprenticeship trainers to focus on delivering the key vocation.

Key Responsibilities:

- * Effectively manage your time to provide consistent support to a caseload of learners, maintaining contact every 4-6 weeks.

- * Cultivate positive working relationships with stakeholders, fostering collaboration and synergy.

- * Communicate with management in a clear and timely manner, providing updates on learner progress and program effectiveness.
- * Conduct initial assessments of learners to determine appropriate learning pathways based on individual needs and goals.
- * Develop and implement lesson plans for Maths, English, and ICT Functional Skills tailored to adult learners engaged in study programs.
- * Oversee the invigilation of assessments to ensure compliance with awarding body requirements.
- * Evaluate and document learner achievements and competencies, establishing SMART targets and identifying areas for additional training and development.

Qualifications and Skills:

- * You will need to have a teaching or assessing qualification
- * Demonstrated proficiency in English, Maths, and ICT Functional Skills.
- * Strong organisational and time management skills, with the ability to effectively prioritize tasks.
- * Excellent communication and interpersonal abilities, with a focus on building rapport with learners and stakeholders.
- * Experience in conducting assessments and developing individualised learning plans is an asset.

S Knights Recruitment are a specialist Employability and Skills recruitment agency. We recruit for Colleges and Training Providers across the UK.

Reference: SA4698

Location: Nottingham, Derby

Salary: £27,000

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