



Person Specification

Job Title

Progression Tutor

Qualifications

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Essential

- Level 2 English, Maths and ICT
- TAQA level 3
- Teaching qualification Education and Training Level 4 or equivalent or willingness to work towards within an agreed timeframe

A/I

Desirable

- TAQA level 4 or willingness to work towards within an agreed timeframe

A/I

Key skills

- Excellent communication skills to support developing relationships with a range of audiences
- Proven ability to stretch and challenge learners to achieve aspirations using a variety of teaching strategies
- Ability to challenge colleagues on performance that impacts on learner achievement
- Excellent organisation skills to support the effective and efficient management of a caseload of learners

A/I

Experience

Essential

- Developing high quality unique and innovative approaches to teaching learners with complex needs relevant to the individual learner
- Providing purposeful learner focused tutorial support that ensures positive outcomes against planned including stretch and challenge
- Providing a holistic approach to wrap around support, that supports learners making good or better progress
- Experience of writing progress reports to an expected standard
- Using data to monitor, communicate and stretch and challenge learner progress

A/I

Desirable.

- Working with young people and adults to overcome barriers to learning

A/I

Knowledge

- Proven knowledge and understanding of individualised study programmes, relevant frameworks e.g Preparation for Adulthood, Education Inspection Framework and relevant funding requirements
- Proven knowledge of teaching pedagogy and appropriate strategies to support learners with learning difficulties reaching their potential
- Knowledge of building resilience to support health and well-being
- Proven knowledge of safeguarding/children and vulnerable adults with a wide range of education and training needs.
- Knowledge of barriers to learning

A/I



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Other personal requirements

- Positive outlook and a 'can do' solution based approach
- Approachable and helpful to a variety of key stakeholders
- Ability to manage a caseload of learners with mixed abilities and across routes and subject areas to maximise potential
- Forward thinking and decisiveness around expectations on study programmes, funded outcomes and employment opportunities
- Drive and ambition to support learner achievement
- Strength of character to challenge underperformance or negative attitudes

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How we intend to assess your match with our person specification

A Application Form

C Assessment Centre

I Interview

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