

<b>Organisation:</b>	Luminate Education Group
<b>Primary Organisation Supported</b> <i>(only use this field for LEG service member of staff)</i>	Harrogate College
<b>Core Job Role:</b>	
<b>Job Title:</b>	Teacher Facilitator
<b>Reports to:</b>	Programme Manager
<b>Grade</b>	T1
<b>Date of compilation:</b>	May 2024

### CORE RESPONSIBILITIES:

- Plan, prepare and develop schemes of work, lesson plans, teaching and learning resources, including the development of on-line learning resources, for identified modules.
- Deliver sessions across the curriculum using a wide range of teaching methods for identified modules.
- Develop and employ assessment activities for identified modules.
- Assess student work, provide feedback to help the learner improve and record learner's progress for identified modules.
- Create individual learning plans, which include targets.
- Record and monitor progress against individual targets. Implement interventions where needed for students on identified modules.
- Provide documentation required in line with quality assurance processes.
- Inform the review process to develop and improve identified modules, units and course(s).
- Implement strategies to ensure high levels of retention, achievement, success and attendance for identified cohorts.
- Build positive relationships with learners and provide support to ensure successful outcomes.
- Develop and strengthen positive and collaborative relationships with colleagues and other stakeholders.

- Contribute to the marketing of courses, learner IAG and enrolment processes.
- Maintain, update and develop teaching practice in line with knowledge gained through studies and CPD activities.
- Regularly evaluate and challenge your practice, values and beliefs.
- Participate in student recruitment activities, including interviews and open evenings.
- Maintain quality standards.
- Ensure that effective Induction programmes are delivered for learners.
- Participate, as appropriate, in the College's examination process.

#### **GENERAL LUMINATE EDUCATION GROUP RESPONSIBILITIES FOR ALL STAFF:**

- Maintain and update knowledge of the subject/professional area and co-operate in any staff development activities required to effectively carry out the duties of the post.
- Comply with safeguarding procedures, including the promotion of the welfare of children and vulnerable adults.
- Comply with all relevant policies and procedures.
- Act with honesty and integrity to maintain high standards of ethics and professional standards.
- Use and promote restorative practice approaches.
- Comply with all legislative and regulatory requirements.
- Promote a positive image of the Luminate Education Group and member organisations.
- Any other duties commensurate with the level of the post, which may be required from time to time.
- Embody our Organisational Culture:

##### **Few rules & clear boundaries**

*The ability to be creative, within areas of focus.*

##### **Ownership & performance**

*Using our robust business planning model to allow areas to have clear ownership over their vision and remit.*

##### **Energy & enjoyment**

*Fostering an environment that enables our people and learners to be brave, interact and have fun.*

##### **Creative & reflective**

*Always hungry to learn and looking ahead to see what is on the horizon.*

##### **Passion & ambition**

*Encouraging all to think aspirationally, inspiring others to do the same.*

##### **Collaborative & responsive**

*Proactively seeking opportunities to create synergies and positive outcomes for all.*

## Person Specification

<b>Job Title:</b>	Teacher Facilitator
<b>Department</b>	Motor Vehicle

The specific qualifications, experience, skills and values that are required for the role are outlined below. You should demonstrate your ability to meet these requirements by providing clear and concise examples on the application form. Each criteria is marked with whether it an essential or desirable requirement and at which point in the recruitment process it will be assessed.

Methods of Assessment:

A = Application Form, I = Interview, T = Test or Assessment, P = Presentation, C= Certificate, MT = Micro Teach

<b>Qualifications and Attainments</b>		
<b>Essential (E) Desirable (D)</b>	<b>Criteria</b>	<b>Method of assessment</b>
E	Relevant highest-level qualification and up to date subject knowledge	A / I / C / MT
D	Holds a L5 teaching Qualification or willing to work towards this	A / I / C / MT
<b>Experience and Knowledge</b>		
<b>Essential (E) Desirable (D)</b>	<b>Criteria</b>	<b>Method of assessment</b>
D	Recent teaching delivery in the relevant subject area,( PGCE teaching placements/experience would also qualify here) which demonstrates active learning and differentiated teaching styles	A / I / C / MT
D	Experience of positively managing student progression, advice and guidance in a school of Further Education setting	A / I / T / MT
D	Knowledge of current teaching practices, or the willingness to work towards this	A / I / T / MT

<b>Skills and Competencies</b>		
<b>Essential (E) Desirable (D)</b>	<b>Criteria</b>	<b>Method of assessment</b>
E	Exceptional verbal and written communication skills	A / I / T / P / C / MT
E	Ability to inspire and motivate learners to achieve their optimum	A / I / T / P / C / MT
E	Ability to plan and deliver quality teaching	A / I / T / P / C / MT
E	Ability to be adaptable and flexible towards learners	A / I / T / P / C / MT
D	IT literate including knowledge of google platforms	A / I / T / P / C / MT
<b>Behavioural, Values and Ethos</b>		
<b>Essential (E) Desirable (D)</b>	<b>Criteria</b>	<b>Method of assessment</b>
E	B1. Support and promotion of equality, diversity and inclusion	A/I
E	B2. Promotion of a safe environment for children, young people and vulnerable adults to learn in	I
E	B3. Commitment to the PREVENT agenda	I
E	B4. Commitment to professional standards	I
E	B5. Commitment to restorative practice approaches	I