



STOKE PARK  
— SCHOOL —

# CASUAL TUTOR

## RECRUITMENT PACK





Thank you for your interest in a career with The Futures Trust. We hope that this recruitment pack provides you with all the information you need to start your journey with us.

The Futures Trust is a growing Trust with four primary schools and five secondary schools located in Coventry, Warwickshire and Leicestershire. We have 8,000 pupils in our schools and over 1,000 colleagues work for the Trust supporting our school community.

The Trust is committed to building brighter futures for everyone. This commitment is underpinned by 3 clear values:

### **1. Students first**

Teachers and leaders totally focused upon the educational benefit of our students.

### **2. It's about learning**

Students, teachers and leaders focused upon developing and improving their learning.

### **3. No barriers**

No excuses, only support to ensure student, teachers and leaders maximise their achievement.

It is an exciting time to join the Trust. We offer trust wide career paths and invest in outstanding opportunities for our staff to learn and grow.

If you join The Futures Trust team, you will be part of a professional learning community totally focussed upon learning and dedicated to ensuring learners achieve their potential and build their own bright future. We look forward to hearing from you.



# STOKE PARK SCHOOL



Stoke Park School is a thriving school that is committed to Building Brighter Futures for all of its students.

A crucial part of Building Brighter Futures is providing a high-quality educational experience delivered through an academic curriculum and an exceptional programme of enriching experiences. We are looking to expand our team of dedicated professionals who excel in their field.

*Natalie Rock, Headteacher*

<b>JOB TITLE:</b>	CASUAL TUTOR
<b>OPPORTUNITY:</b>	<p>This is an exciting time to join Stoke Park School. We are seeking to appoint a professional and motivated individual to work with students and support them in achieving their full potential. The successful candidate will work one to one with students as well as small group intervention.</p> <p>You will have a flexible and supportive approach to work and be a positive role model to pupils.</p>
<b>REPORTING TO:</b>	Deputy Headteacher
<b>LOCATION:</b>	Based at Stoke Park School with a requirement to travel to work at schools in the Trust.
<b>SALARY/HOURS:</b>	Dependent on Experience / Flexible
<b>BENEFITS:</b>	<ul style="list-style-type: none"><li>• Competitive rates of pay</li><li>• Extensive professional development opportunities across the Trust</li><li>• Career pathways across the Trust</li><li>• Teacher/Local Authority Pension Schemes</li><li>• Online retail discount</li><li>• Employee Assistance Programme</li><li>• Family Friendly policies to support family &amp; carer commitments</li><li>• Flexible Working Arrangements</li></ul>

The Futures Trust is committed to safeguarding and promoting the welfare of Children and Young People, and require all staff and volunteers to share this commitment.

## **JOB DESCRIPTION**

### **Job Purpose**

To support students reach their full potential by guiding them and providing them with study strategies. Work one to one with students as well as arranging group activities. Motivate and assist students to achieve their target grades.

### **Duties and responsibilities**

- Support students with their studies to help prepare them for their GCSEs.
- Support students with particular topics or subjects they are having difficulty with.
- Support teachers delivering intervention sessions.
- Plan and deliver one-to-one and small group intervention sessions.
- Look at areas which require additional support.

### **Professional Development**

- Maintain personal professional development to ensure that the knowledge and skills required to fulfill the role of casual tutor are up to date.
- Be a professional role model, and understand and promote the aims of the School and the values of the Trust.

## PERSON SPECIFICATION

	<b>Essential Criteria</b>	<b>Desirable Criteria</b>	<b>Measured By</b>
<b>Education and Qualifications</b>	Minimum Grade 5, or equivalent, at English and Maths.	Grade 7+, or equivalent, in subjects that the candidate would like to tutor.  Educated to degree level	Application
<b>Skills and Abilities</b>	Highly organised; can prioritise and work well under pressure, meeting deadlines and exercising attention to detail.  Able to relate effectively to students and staff.  Excellent communications skills.  Able to follow the school's safeguarding procedures and recognise when to report any concerns.  Able to work collaboratively and effectively as part of a team.		Application/Interview
<b>Experience</b>	Tutoring students	Candidate has delivered one-to-one sessions or supported lessons in a school setting.	Application and Interview
<b>Knowledge and understanding</b>	High level subject knowledge.  Understanding of safeguarding.		Application and Interview
<b>Other requirements</b>	A professional role model who is committed to their own professional development and to developing others		Interview

	<p>Committed to and able to promote the aims of the school and the values of the Trust: Students First, It's about Learning, No Barriers.</p> <p>Able to work calmly under pressure and withstand stress</p>		
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## HOW TO APPLY

CLOSING DATE:	Friday 3 May 2024
INTERVIEWS:	w/c Monday 6 May 2024

If you wish to find out more about this role and a career within The Futures Trust please contact the Recruitment Team on tel: 02477 102134.

To apply for this post, please download an application form from [HERE](#) and return to [recruitmentadmin@thefuturestrust.org.uk](mailto:recruitmentadmin@thefuturestrust.org.uk)

On application please read the following policies found [HERE](#)

- Stoke Park Safeguarding & Child Protection Policy
- Safer Recruitment Policy
- Suitability Policy
- GDPR Privacy Notice for Applicants

The Futures Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share this commitment.  
The successful candidates for all positions will be subject to an enhanced DBS check and Social Media check.