

Job Description and Person Specification: Secondary Tutor (Maternity Cover)

Reports to:	Deputy Head of ATT
Location:	London with travel to Birmingham, Hastings & Portsmouth (where required)
Salary:	£45,000 - £50,00 per annum (dependent on skills and experience)
Contract:	Maternity Cover Contract
Start Date:	As soon as possible

Ark Teacher Training

Launched in 2013, Ark Teacher Training is a programme for committed graduates and career changers who aim to become great teachers. Trainees spend one year in an Ark school - becoming a qualified teacher while learning on the job. With the support of an inspirational group of tutors, coaches and educational experts, the trainees have all the tools they need to perfect their craft. We understand the importance that the first few years of teaching have on a teacher's future, so that's why the programme also supports trainees for the following two years through our early career support.

Ark Teacher Training was judged 'Outstanding' in all areas by Ofsted in [January 2017](#).

The Role

Working alongside a team of other Tutors, Curriculum Leads and Subject specialists, the post-holder will deliver world-class training and development to trainees and NQTs. The post-holder will also work with our in-school mentors and ATT Leads to make sure they are developing their practice and are provided with training that is relevant to their needs.

ATT Tutors are phase specialists which enables them to provide the highest quality training and support for both trainees and mentors. The impact of phase specialism is emphasised in the ITE Inspection Handbook and the ITE Core Content Framework. The curriculum sits at the heart of the ATT training programme and our tutors' phase specialism ensures that trainees can rely on their expertise.

In order to excel in the role the post-holder will need to be an excellent teacher with a track record of delivering excellent achievement for pupils – particularly those who are vulnerable to underachievement. They will also have experience of coaching trainees and teachers; leading professional development sessions and have an understanding of best practice in teacher training and development. They will have experience of educational leadership, either at a senior or middle leadership level. Most importantly, the post-holder will have a strong interest in our work with the drive and desire to improve educational outcomes for disadvantaged students.

Key Responsibilities

- Manage a portfolio of schools and be responsible for the quality of provision and trainee progress within these schools.

- Ensure that training is coherent and of consistently high quality and relevant to trainees needs through working with schools and facilitating face-to-face training sessions;
- Ensure that there are no significant variations in the outcomes achieved by different groups of trainees;
- Develop in-school mentors through co-coaching and facilitation of training to ensure they can contribute to trainee progress and development effectively;
- Oversee and support the school in the well-being of all trainees in their cohort;
- Support the implementation and delivery of our NQT and Professional Development Training;
- Undertake projects and research as required to broaden their own knowledge and contribute to the wider success of the team;
- Collaborate with other members of the team to constantly improve what we do so that we consistently develop world-class training and development programmes;
- Undertake any other tasks as directed by the ATT Leadership Team.

Other

- Actively promote the safety and welfare of our children and young people
- Ensure compliance with Arks data protection rules and procedures
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required
- This job description is not an exhaustive list and you will be expected to carry out any other reasonable tasks as directed by your line manager.

Expectations

- Some evening work to support and facilitate the programme.
- Main location is London but the job includes travelling to the South Coast and West Midlands

Person Specification

Qualification Criteria and Experience

Essential

- Qualified to degree level
- Qualified to teach in the UK
- Recent teaching that results in excellent achievement for pupils, particularly those who are vulnerable to underachievement.
- Experience in teacher training and development including coaching and mentoring teachers.
- Leading professional development sessions and understanding best practice in teacher training and development.
- Knowledge of the teaching training and development policy context, particularly for Initial Teacher Training and the Early Careers Framework
- Involvement in the management of important relationships with a range of senior individuals and organisations.
- Experience in middle or senior leadership in schools which has had a significant impact on pupil progress.

Desirable

- Has a strong network of teachers and teacher educators across a number of schools and training and development providers.
- Experience in schools serving disadvantaged communities.

Behaviours

- Flexible, highly organised and able to prioritise work to meet deadlines
- Hard working, detail orientated, and systematic
- Confident and tenacious
- Ability to think creatively
- Committed and generous team worker, to whom going above and beyond expectations for their colleagues is second nature
- A self-starter with a flexible approach to work and willingness to do whatever it takes
- Enjoys working under pressure and able to take personal accountability for delivery of goals
- Highly articulate with discerning and sensible judgement.

Values

- Commitment to Ark's mission
- Genuine commitment to Ark's Values; **Aim High, Be Brave, Be Kind & Keep Learning**
- Personal vision is aligned with Ark's high aspirations and expectations of self and others
- Genuine passion and a belief in the potential of every student
- Passionate about teacher development
- Motivation to continually improve standards and achieve excellence above norms.

Other

- Commitment to equality of opportunity and the safeguarding and welfare of all students
- This post is subject to an enhanced Disclosure and Barring Service check.

Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process. This process is outlined [here](#), but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.