



SWFC Community Programme BTEC Sports Tutor

Vacancy Reference No: 35

To contribute effectively to the successful learning experiences of students in the SWFCCP through effective teaching that meets or exceeds education standards and results in high levels of student retention and achievement.

Main Duties:

To teach on BTEC Sport and Sport & Exercise Science courses ranging from levels 1-3, and Functional Skills E3 to L2.

Organise suitable guest speakers, educational visits and work placements.

Ensure an engaging and motivating learning experience for students through successful teaching and personal tutoring.

To make a significant contribution to curriculum development and course co-ordination.

To teach on programmes in other service delivery areas as may be reasonably required.

To contribute effectively to the team's collective responsibility for:

- Marketing activities
- Regular meetings
- The induction of new members
- Planning, designing and up-dating the programme and its materials and activities
- Delivering the programme
- Creating and maintaining course and student records and associated administration
- Recruitment and interviewing of students
- The assessment of students
- Monitoring student progress
- The evaluation of the programme
- Identifying personal and professional development needs
- Developing and maintaining links with employers

General Responsibilities:

To offer students a high quality learning experience to achieve the goal or qualification for which they are studying.

To teach effectively on a range of courses and programmes.



Work positively and collaboratively with colleagues to ensure that students have the best opportunity to flourish and succeed

Ensure that appropriate challenging student targets are effectively set and monitored

To develop course materials, schemes of work, lesson plans and make these available through the shared information system.

Systematically improve the quality of learning activities, ensuring that they meet quality standards and result in improving student success rates

Keep up-to-date with qualification frameworks, subject specifications, assessment procedures within your subject area

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To contribute to the organisational requirements.

To carry out all duties and responsibilities with due regard to Equal Opportunity Policies and Health and Safety policies

Course management

The post holder may be required to perform duties other than those given in the job description for the post. The particular duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibility entailed.

Other Duties:

To undertake liaison, administrative, tutorial and pastoral duties for one or more groups of full-time or part-time students.

To work with others to develop existing and new programmes.

To work co-operatively with the Education Manager, Assistant Education Managers and colleagues to achieve objectives.



Candidate Requirements:

- Degree in Sport or Physical Education
- Teaching qualification (PGCE, Level 5 Diploma in Education & Training)
- Driving license
- Basic first aid training
- Safeguarding certificate
- Teaching experience in the 16-19 age group
- Understanding of every Child Matters
- Evidence of CPD
- Completing schemes of work and lesson plans
- Assessing learning using a range of methods
- Experience in quality assurance procedures including internal verification

Closing Date: 14 August 2018

If this role appeals to you and you would like to become part of the Sheffield Wednesday family, please send your CV to vacancies@swfc.co.uk.

Submitted CVs must contain at least two references.
Please be aware this role will be subject to a DBS check.