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**Lisle Marsden CE Primary Academy**

**Job Description**

**Academic Mentor - Subject Tutor**

**Salary**: £21,045

**Hours:**  32 hours per week, Term time only

8.30am – 3.30pm- three days a week (1 hour lunchbreak)

8.30am – 4.30pm – two days a week (1 hour lunchbreak)

**Contract type:** Fixed Term until 31st August 2025 in the first instance (post to be reviewed thereafter)

**Post reports to**: Senior Leadership Line Manager/Leader of Learning Line Manager

Lisle Marsden CE Primary Academy is committed to continuous professional development. We welcome applications from teachers who hold QTS, Academic Mentors etc, Tutors

**Main Purpose of the Job:**

* To support teaching and learning at both Key 1 and Key Stage 2
* To deliver 1-1 and small group student intervention programmes and subject specific enrichment Tutoring to raise levels of attainment and achievement in the relevant core subject area (English/Maths).

**Principal Accountabilities:**

1. To take a lead role in developing and maintaining resources to assist in teaching.
2. To deliver planned programmes of pupil intervention to 1:1 and small groups of targeted students (before school / during the school day / after school).
3. To monitor progress of target pupils and provide feedback to individual pupils, colleagues and parents.
4. To work alongside teachers within the classroom to support students with their learning.
5. To encourage students to interact with others in the classroom and engage in activities led by the teacher.
6. To contribute to the planning of teaching and learning for individual pupils/ groups of pupils on a short, medium and long-term basis.
7. To prepare, develop, maintain and deploy appropriate learning aids, materials and equipment, including ICT, to assist in teaching.
8. To assist with the provision and delivery of extra-curricular enrichment learning support sessions.
9. To actively support the promotion and importance of the relevant core subject across the school.
10. To promote the inclusion and acceptance of all pupils and staff, supporting well-being.
11. To support and implement the school behaviour policy; helping, supporting and guiding pupils to focus their attention and make maximum progress against the targets that are set for them.
12. To help the student develop positive relationships with other students and adults.
13. To undertake such other duties related to the school and appropriate to the school.

**Health and Safety**

* Co-operate with the employer on all issues to do with Health, Safety & Welfare.

**Continuing Professional Development**

* In conjunction with the line manager, take responsibility for personal professional development.
* Undertake any necessary professional development as identified in the School Improvement Plan taking full advantage of any relevant training and development available.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the academy in relation to the post holder’s professional responsibilities and duties.

Elements of this job description and changes to it may be negotiated at the request of either the Headteacher or the incumbent of the post.

**Job description agreed correct by:**

Postholder:

Signed: …………………………..…………..…..…. Date…………………………

Supervisor/line manager:

Signed: ……………………………………………..… Date………………………..