

**JOB DESCRIPTION and PERSON SPECIFICATION**

|  |
| --- |
| **JOB TITLE:** **Intervention Tutor**  **HOURS**: **Full Time/Part Time, Term Time (39 weeks/195 days)**  **CONTRACT: Fixed term to 31st July 2025**  **SALARY:** **NJC Grade 4 (SCP 5 – 8) £24,790 - £25,992**  **AREA/LOCATION: St Ambrose Catholic Academy** |

|  |
| --- |
| **Purpose of role:**  To provide targeted support to pupils in reading and mathematics, helping to close attainment gaps and develop key skills. The tutor will work with individuals and small groups to enhance learning and build confidence in these core subjects. |

|  |
| --- |
| **Key Responsibilities** |
| * Plan and deliver high-quality tutoring sessions in reading and maths tailored to the needs of pupils. * Assess and monitor pupils' progress, providing feedback to teachers and senior leaders. * Use a range of teaching strategies and resources to engage pupils and support different learning styles. * Provide additional intervention for pupils who require extra support to meet age-related expectations. * Work closely with class teachers and support staff to align interventions with classroom learning. * Maintain accurate records of pupil progress and contribute to reports for parents/carers and school leaders. * Encourage a positive attitude towards learning, fostering resilience and independence in pupils. * Participate in training and professional development to enhance tutoring effectiveness. * Adhere to safeguarding policies and procedures, ensuring a safe learning environment for all pupils. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Review Arrangements** | | | |
| The details contained in this Job Description reflect the content of the job at the date it was prepared. It should be remembered, however, that it is inevitable that over time, the nature of individual jobs will change, existing duties may no longer be required and other duties may be gained without changing the general nature of the duties or the level of responsibility entailed. Consequently, the Trust expect to revise this Job Description from time to time and will consult with the post holder at the appropriate time. | | | |
| **PERSON SPECIFICATION** | | | | | |
|  | | **Essential** | **Desirable** | **Assessed at…**  **(A - application/**  **I – interview)** | |
| **Qualifications & Training** | | | | | |
| Minimum or GCSE grade C / 4 (or equivalent qualifications in English and Maths. | | **🗸** |  | A | |
| Degree or higher-level qualification in education, English, mathematics, or a related field. | |  | **🗸** | A | |
| Teaching qualification (e.g., QTS, PGCE) or experience as a tutor/intervention teacher. | |  | **🗸** | A | |
| Experience of further relevant professional development. | |  | **🗸** | A | |
| **Knowledge & Experience** | | | | | |
| Experience of working with children or young people in an educational setting. | | **🗸** |  | A/I | |
| Strong understanding of reading and maths strategies to support pupil progress. | | **🗸** |  | A/I | |
| Ability to engage and motivate pupils with varied learning needs. | | **🗸** |  | A/I | |
| Excellent communication and interpersonal skills. | | **🗸** |  | A/I | |
| Organised and able to track and monitor pupil progress effectively. | | **🗸** |  | A/I | |
| Commitment to safeguarding and promoting the welfare of children. | | **🗸** |  | A/I | |
| Experience working with pupils with SEND or EAL needs. | |  | **🗸** | A/I | |
| Knowledge of phonics programmes and numeracy interventions. | |  | **🗸** | A/I | |
| Familiarity with the National Curriculum for English and mathematics. | |  | **🗸** | A/I | |

St Ambrose is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. An enhanced DBS check will be required for the successful candidate