The Redhill Academy
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Headteacher: Mr M Hardy
Executive Principal: Mr A Burns

Job Description

Job Title: Maths Tutor

Location: The Redhill Academy

Salary: £30 per hour (in line with The National Tutoring Programme)

Hours of Work: Full time, term time only (part time also considered)

Responsible to: Faulty Leader

Post Objective: We are looking to recruit a highly skilled and committed Maths Tutor to work closely with a range of students in key stages 3 and 4 (to GCSE level). The role will require working with students in small groups (approximately 3 students per group) outside of their timetabled lessons, as well as sometimes supporting students in-class. The successful applicant will work closely with the Maths Faculty Leadership Team to identify students requiring further support, and planning the mentoring sessions to closely align with the curriculum needs and expectations.

Job Purpose

To support students within the subject area through undertaking one or more of the following key responsibilities.

Main Responsibilities

1. Design and deliver teaching materials through use of appropriate teaching, learning and assessment methods.
2. To set appropriate homework tasks and review.
3. Mark and assess work and examinations and provide feedback to students on how to achieve their target grades.
4. Liaise with classroom teachers to ensure tutoring is targeted to areas of need.
5. Provide feedback to Head of Subject and SLT Link on progress of individuals.

Planning and Organising

The postholder will plan and use teaching resources and facilities as appropriate to deliver designated activities. They will co-ordinate with others, for example academic

staff in the relevant departments, to ensure that student needs and expectations are met.

Decision Making

The postholder will contribute to the design and delivery of modules or designated teaching within the subject area. They may identify the need for developing the content or structure of modules with academic staff and make proposals on how this should be achieved.

Key Contacts/Communication

To share information with Head of Subject and SLT Link about target groups and individuals.

Knowledge, Skills and Experience

The postholder will typically hold a graduate qualification along with relevant experience in their specialist area. Typically, they will have prior experience of working in a school environment and/or as a personal tutor, but this is not a requirement. The expectation is that tutors will, through discussion with the Department, have an understanding of the Academy's key academic policies and procedures.

This role involves working in regulated activity with Children and an Enhanced DBS Clearance is required for this position.