

Person Specification

Post:	Adult Education Teacher - Academic
Department:	Adult Education
Salary Grade:	£24.77 per hour (pay award pending)
Responsible to:	Head of Adult Education
Hours	Hours dependant on class – term time only
Working closely with	Other teachers within the curriculum area (if applicable), Head of Adult Education, Assistant Head of Adult Education and Quality Manager.

E = Essential

D = Desirable

Please ensure that in your application you provide evidence of how you meet the requirements of the advertised post. Please address **each item** on the Person Specification. In a situation where the college receives a high volume of applications, the desirable criteria may also be used for shortlisting purposes.

	E	D	Method of Assessment
Qualifications			
AAT qualifications at least one level above the level being taught	✓		Application Form and Interview
PGCE or other Teaching qualification	✓		Application Form and Interview
Experience & Background			
Successful teaching experience / practice	✓		Application Form and Interview
Experience of strategies to raise achievement	✓		Application Form and Interview
Professional Development			
Evidence of continuing professional development	✓		Application Form and Interview
Interest in continuing development of self and other staff		✓	Application Form and Interview
Knowledge and Skills			
Ability to teach using a wide range of media	✓		Application Form and Interview
Ability to understand and communicate performance data to students and Head of Adult Education	✓		Application Form and Interview
Dedication to high academic standards	✓		Application Form and Interview
Awareness of safeguarding issues	✓		Application Form and Interview
Personal qualities, skills and characteristics			
Inspire, challenge and empower others	✓		Application Form and

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			Interview
Ability to build and maintain positive relationships through effective interpersonal skills with both staff and students	✓		Application Form and Interview
High Professional standards in all areas	✓		Application Form and Interview
Commitment to inclusive Catholic education following the college ethos	✓		Application Form and Interview
Excellent interpersonal skills	✓		Application Form and Interview
To be flexible, resilient and well organised	✓		Application Form and Interview
To have good time management skills	✓		Application Form and Interview