



Twilight Supplementary School Teacher/Tutor

Hours:	6 hours per week (inclusive of 2 hours for briefing and prep times)
Rate:	£15.00 per hour
Required Term Times:	2018 to 2019 - Tuesdays and Thursdays between 5.30pm to 7.30pm
Venue:	MMU Brooks Building, M15 6GX and/or local supplementary schools

The role of the Twilight Supplementary School Teacher is to assist in tackling underachievement by working within a Supplementary School context to enable pupils, particularly the most disadvantaged, to have access to additional educational opportunities.

The responsibilities will include the planning and delivery of the MEaP's Supplementary School Programme to raise the achievement of young people with GCSE preparations.

To support young people in particularly but not exclusively BAME pupils in a community or University setting:

- Supporting and engaging parents and their children in a community school context
- Working with parents/carers and additional agencies to achieve academic attainment

The successful applicant should have:

- Some experience and understanding of children within a family context
- Proven ability to effect positive change for the good of children's learning
- Some experience in working with children, young people and their families within the field of education, social care or the voluntary

Curriculum Vitae with a covering letter are acceptable. Please send to

Making Education a Priority (MEaP)
c/o Grace Incorporation Faith Trust (G.I.F.T)
Units 1-2, Windrush Millennium Centre
70 Alexandra Road
Manchester, M16 7WD
Tel: 0161 636 7584
Email: info@giftacademy.org
Website: <https://meapsite.wordpress.com/about-us/>

About MEaP

We are a consortium of supplementary schools, social providers, cultural providers and educational providers from across the Greater Manchester area. Our consortium consists of Highway Hope Supplementary schools, Grace Incorporation Faith Trust (GIFT), Highway Hope Social Enterprise, Strategies To Elevate People (STEP) since 2013.

Name of school: MEaP Academy Twilight School

Freelance Supplementary School Teacher/Tutor description

Post title:	Freelance Supplementary School Teacher/Tutor
Key purpose:	To work as part of a team to provide support to pupils, Teachers and the School under the general direction of the Project Manager and CPD Coordinator who will be responsible for the overall policy of the education programme
Accountable to:	Project Manager

Key duties and responsibilities

Daily/weekly

1. Undertake activities with either individuals or groups of children to ensure their safety and facilitate their physical, emotional and educational development.
2. Carry out pre-determined educational activities and work programmes whilst promoting independent learning.
3. Work to establish a supportive relationship with the children.
4. Encourage acceptance and inclusion to the child with special needs.
5. Promote and reinforce the child's self-esteem.

You will provide educational support as a Teacher.

1. Monitor individual children's needs and report these to the Coordinator as appropriate.
2. Provide teaching in a range of subjects (English, Maths or Science) on a rota basis
3. Help to keep records of the children's activities as are required by the School.
4. Help prepare materials, resources and displays.
5. Help to set out and tidy classroom as appropriate.
6. Supervise individual groups of children in a variety of tasks and activities.

You will provide support to the School.

1. Be aware of the School's policies and procedures.
2. Be aware of confidential issues linked to home/pupil/teacher/school work and to keep confidences as appropriate.
3. Undertake any other classroom duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined.
4. Providing regular records and updates of students' progress using session diaries and attending weekly briefings