



Job Application Pack Sports Tutor

INSPIRING HEALTHIER, MORE CONNECTED COMMUNITIES



VISION

To inspire healthier, more connected communities.



MISSION

To work with our key stakeholders collaboratively to empower and bring together our communities, changing lives for the better through diverse initiatives.

Job Vacancy

Sports Tutor

Job Title: Sports Tutor

Location: Poolfoot Farm Sports Complex, Butts Road, Thornton Cleveleys, FY5 4HX

Salary: £24,470-£27,524 (dependent on experience)

Contract Status: 12 Month Fixed Term

Reports to: Sports College Manager

Hours of Work: Minimum of 20 hours per week (up to 37 hours per week)

Overview of Company: Fleetwood Town Community Trust (FTCT) is a vibrant and active community project that aims to provide socially inclusive community, health and education engagement programmes which aim to make a difference to the lives of people within our communities.

Having successfully attained charitable status, the challenge for the Trust is now to reach even more people and increase the role we play in the local community. The Trust offers many diverse activities that aim to provide the people in Wyre and Fylde with the opportunities to participate and enjoy themselves in a fun, friendly environment.

Purpose of Position: To report to the Sports College Manager, the Sports Tutor will be responsible for the delivery, planning and assessment of the BTEC programme delivered by Fleetwood Town FC Community Sports College in line with our Education provider League Football Education (LFE). In addition, the tutor may be responsible for the facilitation of the Foundation Degree in Sports Coaching and Development, delivered to students by Fleetwood Town FC Community Sports College, through the University of South Wales. They will also be expected to aid in the recruitment of prospective students through events and there is the potential to coach as part of the Football Enrichment Programme which would involve the planning and delivery of high-quality practical sessions.

Core Duties & Responsibilities

- Teach BTEC Level 2/3 Sport to a wide range of learners and groups aged 16+ to meet the course learning outcomes.
- Potential to teach on our higher education provision, delivering lectures, seminars and tutorials for our Foundation Degree programme.
- Potential option to coach one of our college teams in daily training sessions and league/cup fixtures.
- Create an inspiring learning environment and establish open, motivational, and trusting relationships with learners.
- Fully participate in and contribute to the pastoral support programmes of FTFC CT as well as take on the role of tutor.
- Maintain all appropriate records and report regularly via written reports and parents' consultation evenings.
- Maintain a positive learning environment across the subject and use behaviour management procedures as appropriate.
- Contribute to learner progress reviews at regular intervals as per requested by the League Football Education (LFE).
- Undertake any staff development (CPD) relevant to the needs of the post.
- Identify underachieving pupils and ensure appropriate intervention whilst reporting to the Sports College Manager.
- Ensure that work is marked in accordance with the education provider guidelines to ensure timely feedback to students.
- Contribute to an appropriate curriculum for all students, ensuring that statutory regulations and Awarding Body requirements are met, and that students are motivated, stretched and challenged.
- Participate actively in all aspects of the work, contribute to the smooth running of the programme and actively contribute to the enrichment opportunities for learners.
- Monitor and maintain appropriate records/data related to target grades, attainment, achievement and attendance.
- Act as a personal tutor to students; supporting them to achieve their goals and potential.
- Attend LFE and EFL in the Community training events and conferences, as required.

Skills & Qualifications

Level 5 Teaching Qualification	Essential
Educated to Degree Standard	Essential
An enhanced DBS check will be required for this position	Essential
Knowledge and understanding of BTEC Level 2/3 in Sport	Essential
Knowledge of Professional Standards for Further Education	Essential
Ability to inspire, motivate and encourage young people	Essential
Excellent planning and organisational skills	Essential
Good understanding of Safeguarding, Professional Teaching Standards and Health and Safety	Essential

Skills & Qualifications

Commitment to continuous professional development and willingness to undertake training where necessary	Essential
Ability to work efficiently on own initiative, under pressure and maintain a high standard of work	Essential
A flexible attitude to working, willing to work evenings and weekends	Essential
PGCE	Desirable
UEFA C Coaching Qualification	Desirable
Experience delivering level 4/5 in Higher Education	Desirable
Ability to adapt sessions appropriately dependent on the needs of young people	Desirable
Ability to develop and implement high quality, varied and creative teaching sessions focusing on a young person-centred approach	Desirable
Full UK Driving Licence – Car owner and willingness to use for work	Desirable

General Responsibilities

Health and Safety

- To take reasonable care for the health and safety of oneself, other employees and members of the public who may be affected by your acts or omissions at work
- To comply with all aspects of the Fleetwood Town FC Health and Safety Policy and Arrangements, to enable the company to perform its civil and statutory obligations in relation to Health and Safety

Customer Service

- Identify and meet the needs of colleagues and our customers, focusing on initiating and welcoming contact and communications whilst striving to deliver first class customer service
- Recognise potential complaint situations and make effective steps to avoid and/or resolve these situations

Self-Development

- To take responsibility for your own development and to help realise your own potential by undertaking any necessary internal or external training sessions in accordance with the Company's Performance and Development Review Policy

Teamwork

- Ensure effective communication within your work team and across the Company whilst actively offering support and guidance as necessary

General Responsibilities

Employee Relations

- To make suggestions to improve the working situation and contribute to positive employee relations within their area of work and Fleetwood Town FC as a whole

Equal Opportunities and Harassment

- To cooperate with measures introduced to ensure there is equality of opportunity in employment.
- To ensure understanding, awareness and compliance with the Company's Equal Opportunities Policies
- To ensure that the working environment is free of sexual and racial harassment and intimidation and any other form of harassment constituting unacceptable behaviour which is personally offensive

This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation.

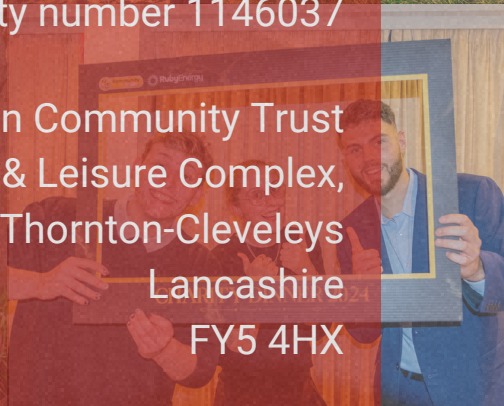
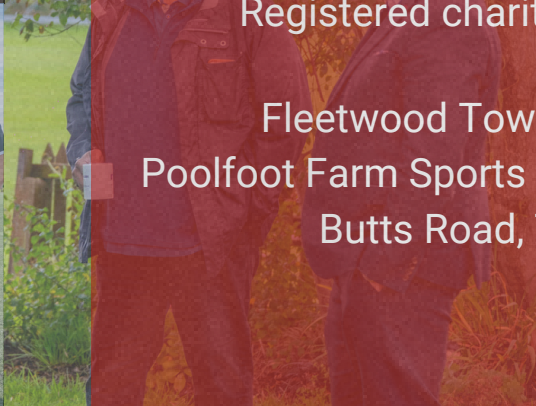
All employees may be required to undertake any other duties as may be reasonably requested.

This job description may be subject to revision following discussion with the person appointed and forms part of the contract of employment.

Employee Benefits

- Free car parking
- Overtime opportunities (Assisting on a match day or additional delivery)
- 28 days annual leave (Plus a staff loyalty program offering additional days off and ensuring Christmas leave as a gesture of appreciation for their contributions.)
- Free access to holiday camp provisions delivered by FTFC CT
- Company pension scheme
- Discounted staff menu at Poolfoot Farm Sports & Leisure Complex
- FTFC Staff Uniform
- Monthly Perkbox rewards
- Bi-Annual One to One Professional Development Review
- Annual staff awards evening
- Bespoke CPD





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Registered charity number 1146037

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