

Job Application Pack
BTEC Sports Tutor

INSPIRING HEALTHIER, MORE CONNECTED COMMUNITIES

VISION

To inspire healthier, more connected communities.





MISSION

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

Job Vacancy
BTEC Sports Tutor

Job Title: Sports College Tutor

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

Salary: £25,000 – £27,000 per annum, dependent on experience

Hours of Work: 37 hours per week (flexible working required to meet the needs of the role including occasional evenings and weekends as required)

Reports to: Community Education Manager

Our Mission: To improve lives through sport, physical activity, education, health and social inclusion, creating opportunities that inspire people and strengthen communities.

About Fleetwood Town Community Trust

Fleetwood Town Community Trust is the official charitable arm of Fleetwood Town Football Club, using the power of football, education and community activity to create positive opportunities for people across the local community.

Purpose of Role

To report to the Community Education 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.

Key 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 under achieving 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 and Qualifications

Essential Qualifications

- Level 3 Award in Education and Training (AET), PGCE or equivalent teaching qualification.
- Relevant degree or vocational qualification in the subject area being delivered.
- Assessor and/or Internal Quality Assurance qualification (or willingness to work towards).
- Enhanced DBS check.

Essential Experience

- Experience delivering BTEC qualifications and vocational education programmes.
- Experience planning, delivering and assessing engaging lessons to learners aged 16+.
- Experience tracking learner progress, achievement and attendance.
- Experience supporting learners with a range of abilities and needs.
- Experience using assessment and feedback to improve learner outcomes.
- Experience maintaining accurate learner records and meeting awarding body requirements.

Essential Skills and Knowledge

- Strong understanding of BTEC assessment practices and quality assurance requirements.
- Excellent classroom management and learner engagement skills.
- Ability to motivate and inspire learners to achieve their full potential.
- Strong organisational and administrative skills.
- Excellent written and verbal communication skills.
- Ability to work effectively as part of a wider education team.
- Competent user of Microsoft Office and digital learning platforms.
- Knowledge and understanding of safeguarding, health and safety, equality, diversity and inclusion.
- Commitment to continuous professional development.

Skills and Qualifications

Desirable Qualifications

- IQA (Internal Quality Assurance) qualification.
- Safeguarding qualification.
- First Aid qualification.
- Relevant industry-specific qualifications.

Desirable Experience

- Experience teaching within a Further Education or Higher Education setting.
- Experience delivering sports, coaching, business or public services-related BTEC programmes.
- Experience of employer engagement and work placement coordination.

Personal Attributes

- Passionate about education and learner development.
- Positive, flexible and professional approach to work.
- High levels of integrity and professionalism.
- Ability to work independently and use initiative.
- Commitment to the values and mission of Fleetwood Town Community Trust.
- Willingness to undertake occasional evening and weekend work when required.

Employee Benefits

- Free car parking
- Generous annual leave plus bank holidays
- Staff loyalty annual leave scheme
- Free access for children to holiday camp provisions
- Travel expenses
- Company pension scheme
- Discounted staff menu at Poolfoot Farm Sports & Leisure Complex
- FTFC staff uniform
- Monthly Perkbox rewards
- Quarterly Continuous Professional Development Review
- Annual staff awards evening

Key Performance Indicators

Success in the role will be measured through:

- Consistent, high-quality and compliant Youth Hub delivery.
- Positive engagement and participation levels among young people.
- Successful implementation of the Fleetwood Youth Voice Forum.
- Quality and timeliness of impact data and partner reporting.
- Successful partnership development and representation.
- Identification and development of new funding opportunities.
- Quality assurance outcomes and continuous improvement.
- Effective staffing and resourcing of Community Engagement activity.
- Development of sustainable community programmes.
- Demonstrable positive outcomes and impact for local communities.

Equality, Diversity and Inclusion

- Fleetwood Town Community Trust is committed to creating an inclusive environment where everyone has the opportunity to participate, develop and succeed.

- We welcome applications from candidates from all backgrounds and are committed to ensuring that our recruitment and employment practices are fair, inclusive and free from discrimination.

Safeguarding

- Fleetwood Town Community Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.

- The successful candidate will be required to undertake appropriate safeguarding checks, including an enhanced DBS check, and comply with all Trust safeguarding policies and procedures.

community trust

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