

Pre-Entry ESOL and Employability Teacher

- Job Title:** Pre-Entry ESOL and Employability Teacher
- Hourly Rate:** £10 - £17 per hour
- Location:** Whitechapel, London
- Job-Type:** 1x Part-Time 1x Full Time
- Duration:** Initial 6 month with an option to extend by an additional 12 month
(Subject to learner completion and funding availability)

Job Summary:

Osmani Trust is recruiting for an experienced candidate to work as a Freelance ESOL and Employability Teacher. The candidate will teach ESOL and English language based basic employability skills to learners across Tower Hamlets. Usually the courses are taught part-time (2 days per week) or full-time (4 days per week) Monday to Friday 9.30 to 13.00 but there are local variations. This is a chance to make a significant difference in the life chances and expectations of Learners.

Key Responsibilities:

Working in the Education & Employment department, you will be working with a variety of learners and be expected to meet the Trust's standards of work.

- Collect in Learner IDs and NI numbers.
- Create a supportive learning atmosphere that ensures all students achieve the Learner Plan aims.
- Enable students to acquire the skills and confidence needed to progress towards employment or further study on completion of course.
- Identify when further support is needed for individual students, and liaise with Line Manager to ensure it is provided.
- Record details of what is taught and submit on a weekly basis.
- Take daily registers, report absence of Learners and submit attendance records on a weekly basis.
- Submit Learner Plans, signed by both student and teacher, on a weekly basis.
- Monitor students' progress with regular progress tests and tutorials as scheduled.

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Qualification and Skills:

The successful candidate for this position will have:

- A UK recognized teaching qualification, such as a PGCE, CELTA, DELTA, PTLLS, DTLLS or equivalent
- Minimum 1 year pre-ESOL or ESOL teaching experience.
- Demonstrate energy and passion to motivate and train Learners.
- Enthusiastic individual who is able to make a real impact and make learning exciting.
- Demonstrate confidence, tenacity and ability to work on own initiative.
- Ability to communicate at all levels, tailoring training sessions to meet the Learner's needs.
- Excellent organisation skills.
- Successful candidates will be required to undertake a DBS check

Deadline:

- 5pm, Friday 09th March 2018

Contact Details:

- Please email your CV to HR@osmanitrust.org
- Hand or post to: Goyas Miah, HR Manager, Osmani Trust, 58 Underwood Road, London, E1 5AW
- For informal chat call Goyas Miah/Azad Hussain on 0207 247 8080