

JOB DESCRIPTION

POST: **FIRST STAR FACILITATOR – ENGLISH TEACHER**

DATE: June 2021

SERVICE: Widening Participation

HOURLY RATE: Grade 5, £11.96 - £13.45 per hour (excluding holiday pay)

HOURS: Variable, on a casual basis

INDEFINITE/FIXED TERM: Fixed term (approx. 40-50 hrs)

REPORTING TO: First Star Scholars Programme Director

HOURS: casual – fixed term for 4 weeks (approx. 36hrs per week)

KEY DATES:

Training: Wednesday 21st July (2-4pm online), Wednesday 28th July (10am-5pm on campus TBC)

Week 1: Monday 2nd August – Friday 6th August*

Week 2: Monday 9th August – Friday 13th August*

Week 3: Monday 16th August – Saturday 21st August*

** The programme for the residential is still to be finalised but it is anticipated at approximately 4-6 hours' session delivery each week as part of the 3-week programme.*

THE POST:

The University of Winchester **First Star Scholars Scheme** is a University-preparatory programme for young people in secondary school (age 14 onwards) who are Looked After Children. The Academy strives to support young people through their GCSE studies and on to post 16 studies in preparation for higher education, apprenticeships and employment. We seek to equip them with the skills to successfully transition to adulthood. The young people will spend a 3-4 weeks each summer from the end of their school year 9, 10, 11 and 12 living on the university campus (Summer Academy), and return 1 Saturday each month during the school year (First Saturday Academy). While on campus, the young people attend academic classes focused on (but not restricted to) mathematics, English, science and computer science, participate in life skills workshops, cultural and sporting activity and explore life on a university campus.

The FIRST STAR FACILITATOR – ENGLISH TEACHER (GCSE English Summer School Teacher) play a critical role in the success of the Academy. The English Teacher will need to

have qualified teacher status, or nearing completion of teacher training provision, and be able to plan, develop and deliver interactive and engaging English sessions as part of a summer residential experience and under the First Star Curriculum.

MAIN DUTIES AND RESPONSIBILITIES

1. Develop content and resources for areas of the First Star Curriculum. This may involve:
 - drawing on own specialist subject matter knowledge where needed to inform development of materials;
 - working in close partnership with the First Star Scholars Programme Director and First Star Scholars UK staff to collaboratively cultivate individualised programmes for the young people (scholars).
2. Deliver content and resources to young people engaged in First Star Scholars Scheme. Delivery may take a range of forms including: face-to-face delivery either on campus or in local settings; online live delivery; recording materials for asynchronous participation. This may also include:
 - Working alongside other facilitators (Summer School Subject Teachers) to develop and deliver the programme, including co-teaching;
 - Acting as a personal tutor to a number of individual students and to uphold the University's tradition of student centred, tutor supported learning;
 - Reviewing summative and formative feedback and student assessments;
 - Supporting the Programme Director to engage casual staff including Youth Coaches and Lead Mentors in the academic progress and pastoral support of First Star Scholars (young care-experienced participants).
3. Engage in monitoring and evaluation processes to support the University's reporting to the First Star Scholars UK and other key stakeholders.
4. To engage with and strengthen the University Mission and to participate in the broader life of the First Star Scholars Scheme.

General Information

It is anticipated that this job description will change over time in accordance with the needs of the role. The role holder will be fully consulted on any proposed amendments.

PERSON SPECIFICATION

Each attribute is marked as essential for the post, or desirable. The last four columns on the Person Specification (labelled A, I, P and T) indicate how each attribute is assessed.

A = application form, I = interview, P = presentation, T = test

ATTRIBUTES	ESSENTIAL	DESIRABLE	A	I	P	T
<u>EDUCATION/TRAINING</u>						
Qualified Teaching Status (or equivalent)	X		X			
Degree in a relevant discipline		X	X			
Postgraduate qualification in relevant discipline		X	X			
<u>EXPERIENCE</u>						
Secondary teaching experience and possess the ability to engage the interest and enthusiasm of students and inspire them to learn.	X		X	X	X	
Curriculum development experience and knowledge of current curriculum initiatives in Secondary education in relation to the subject for which you are applying	X		X	X	X	
Successful experience of working collaboratively with others in a team	X		X	X	X	
Successful experience of writing content for and delivering presentations and learning resources	X		X	X	X	
<u>KNOWLEDGE</u>						
Subject matter knowledge in identified area	X		X	X	X	
Knowledge or understanding of progression routes to careers and higher education linked to area of expertise		X	X	X	X	

<u>ATTRIBUTES</u>	ESSENTIAL	DESIRABLE	A	I	P	T
<u>SKILLS/ABILITIES</u>						
Confident presenter, able to engage a diverse range of audiences and differentiate content accordingly	X		X	X	X	
Effective at managing own workload, prioritising tasks accordingly and communicating progress with wider team	X		X	X		
Competent in using MS Office package	X		X		X	
Experience of online collaborative tools and/or presenting online		X	X	X	X	
<u>PERSONALITY</u>						
An interest in making a difference in the lives of young people	X		X	X		
Adaptable/flexible and willing to use initiative in relation to work tasks	X		X	X		
Positive attitude with an ability to enthuse others	X		X	X	X	
<u>OTHER</u>						
Satisfactory enhanced DBS	X			X		