

## The Special Partnership Trust

*A community which aspires together*

**Delivered by:**

An ambitious, inspirational partnership of outstanding learning.

**Achieved by:**

An integrated Trust with strong leadership at all levels in delivering outstanding educational outcomes, empowering pupils, parents, and staff to strengthen our community even further.

### JOB DESCRIPTION

<b>Job Title/Salary:</b>	Instructor of Mechanics
<b>Salary:</b>	£32,203 – Full Time Equivalent SPT Pay Framework Group 5
<b>Base:</b>	Brunel School

<b>Main Purpose of Roles:</b>
<ul style="list-style-type: none"> <li>• To plan and oversee the day-to-day delivery, organisation and smooth running of the school's Mechanics curriculum, prioritising the needs of pupils as per their Individual Support Plans (ISPs) and Educational Health Care Plan (EHCPs).</li> <li>• It is expected that this will be part-time, between 14 and 21 hours per week.</li> </ul>

### **Duties and Responsibilities:**

- To evaluate programmes and to continually strive for improvement in our curriculum offer.
- To promote learning in vocational subjects, specifically mechanics.
- To integrate the mechanics teaching and learning into the school curriculum and design a progressive skills based curriculum in this subject.
- To be responsible at all times for high standards of care and education of all group members in accordance with safeguarding and health and safety regulations.
- To ensure effective communication with teachers, support staff, head of school, governors, parents, volunteers, partner organisations and of course, children.
- To ensure the health and safety of all participants, including writing and checking risk assessments for the sites, equipment and activities used.
- To regularly check and maintain tools and other equipment.
- To keep records as appropriate of emergency contact details for participants, permission forms and achievement of pupils.
- To engage in continuous professional development.
- To carry out all other such duties as may from time to time be determined by the line manager.
- The work requires moderate levels of physical effort.
- The work involves lifting and handling of equipment and other resources and to be involved in practical activities and physical care of learners and the physical outdoor environment. Completion of a Moving and Handling qualification and compliance with all school risk assessments and health and safety procedures is essential.
- The role may involve working outdoors and will require working on uneven surfaces and in unpredictable weather conditions.
- The above is not an exhaustive list- other roles and responsibilities will be required as directed by the Headteacher/Line Manager.

### **General – applicable to all Trust roles:**

- To ensure that pupils needs are prioritised and to have a clear sight of how this role impacts on the Trust's pupils at all times
- Where required to work flexibly to support bespoke learning packages and pupil learning 'outside' of the school.
- To adhere to Trust values and behaviours
- To be aware of and adhere to all Trust policies and procedures
- To be responsible for your own continuing self-development and attend meetings as appropriate
- To undertake other duties appropriate to the post as require as identified by Trustees

<b>Person Specification:</b>			
	<b>Essential</b>	<b>Desirable</b>	<b>Recruiting method</b>
<b>Education and Training</b>	<p>Meet and uphold the standards of Instructor or equivalent qualification or experience</p> <p>Attainment of 5 GCSE's A-C (or equivalent) including English and Maths.</p>	Evidence of specialism in specific curriculum areas or areas of particular learning difficulty	Application
<b>Skills and Experience</b>	<p>Experience working with children in an education setting particularly those who have special educational needs; meeting such needs in all aspects of role/ responsibilities associated during the school day/ week</p> <p>Effective oral and written communication skills</p> <p>Good IT skills and ability to learn and effectively use electronic information systems</p>	<p>Experience in a supervisory role</p> <p>Experience working with SEN children or adults</p>	Application/ Interview
<b>Specialist Knowledge and Skills</b>	<p>Knowledge of curriculums, learning methods and lesson planning, understanding that all learning needs to remain sequenced</p> <p>Able to react and deal effectively with challenging or unpredictable behaviours</p> <p>Ability to undertake compliance training to administer medical procedures where required</p> <p>Demonstrate a detailed awareness, understanding and commitment to the protection and safeguarding of children and young people at all times</p> <p>Demonstrate an awareness, understanding and commitment to equal opportunities</p>		Application/ Interview

<b>Behaviours and Values</b>	<p>Be flexible to work independently in a responsible manner</p> <p>Constructively support the positive ethos of the school by being selfaware and taking personal responsibility for being part of the broader team</p> <p>Demonstrate leadership qualities and set examples of positive behaviours</p>	Application/ Interview
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<b>Special Conditions related to the post:</b>
<p><b><i>The Trust is committed to safeguarding, promoting the welfare of children and to ensuring a culture of valuing diversity and ensuring equality of opportunities.</i></b></p> <p>Successful applicants must be suitable to work with children and will need to undertake the following before commencing employment:</p> <ul style="list-style-type: none"> <li>• Enhanced Disclosure &amp; Barring Service (DBS) Certificate with barred list information</li> <li>• Receipt of two satisfactory employer references one of which must be from your current or most recent employer</li> <li>• Satisfactory verification of relevant qualifications</li> <li>• Satisfactory health check</li> </ul> <p>All employees will be required to undertake mandatory training required by the Trust. This role is subject to a six month probationary period.</p>

<b>Trust Benefits:</b>
<p><b>Our Trust is committed to providing employee benefits that motivate and reward our employees. Our benefits include:</b></p> <ul style="list-style-type: none"> <li>• A competitive salary</li> <li>• Attractive terms and conditions including holidays</li> <li>• Eligibility to join the local government pension scheme/Teachers pension scheme</li> <li>• Family friendly policies</li> <li>• Local and national discount schemes and initiatives</li> <li>• Continued professional development support</li> <li>• Flexibility to work across the Special Partnership Trust, the largest SEN provider in the county</li> <li>• Support for the wellbeing of staff</li> </ul>