

Post: Senior Tutor

Hours: Full-time (202 working days, 7 days outside of term time per annum)

Salary: Based on Sixth Form Colleges' Leadership Scale L5-L6: £66,145 - £67,946 per annum

Start Date: 1st September 2026

Closing Date: Tuesday 3rd February, midday

We are looking to appoint an inspirational, enthusiastic, experienced, and well-qualified individual to this senior pastoral leadership role at an Outstanding sixth form college.

The Senior Tutor team are central to maintaining, developing, and delivering the College's support and guidance for students, and they each oversee the pastoral care, academic progress and progression of approximately 350 students, working closely with the Personal Tutors in their division. (Please see separate Personal Tutor job description).

The College has a matrix leadership structure, and members of the Senior Tutor team typically have more than one management role. Currently, the Senior Tutor team has nine members, three Assistant Principals and three heads of academic departments. The team is led by the Assistant Principal (Pastoral). An externally appointed Senior Tutor would not be expected to take on another management role from the outset, but we would expect them to have further leadership aspirations.

Senior Tutors are the key decision makers on all significant matters relating to the individual students in their division. More broadly, they promote and maintain the high aspirations and positive culture of the College. All Senior Tutors are Level 3 Safeguarding trained on appointment and must be capable of acting as DDSL. Senior Tutors make a significant contribution to the leadership and management of the College.

The role of Senior Tutor will require seven days of additional contracted working outside of term time per year, (at least four of which will be in the period from release of A level results to the start of the Autumn Term). Twelve periods of remission time per week from timetabled teaching responsibilities will be allocated for the Senior Tutor role (from a total of 35 periods).

Applicants should be hardworking, enthusiastic and have a high level of commitment. They should have substantial management experience and commitment to delivering outstanding pastoral support and guidance. They should also have an interest in new developments and a specific ability and focus in fostering the learning and success of 16-19-year-old students.

All Senior Tutors maintain a teaching role alongside management responsibilities. Specific duties involve those expected of a professional teacher as detailed on the separate teaching job description.

Person Specification

Essential

- Substantial experience of delivering pastoral support and guidance.
- Experience of managing potentially difficult and stressful situations, including safeguarding and child protection issues.
- Ability to direct, and to liaise and negotiate between students, parents, staff, and outside agencies, with confidence and tact.
- Experience of dealing with attendance and discipline issues.
- Management experience.

Desirable

- Pastoral experience with 16-19 age group
- Head of Sixth Form/Director of Key Stage/Head of Year experience.
- DSL/DDSL experience.
- Experience of dealing with complaints.
- Senior Leadership experience and/or Leadership qualification.