

Literacy Intervention Tutor - 17 hrs per week

Job Description and Information



WELCOME

Welcome to Ormiston Ilkeston Enterprise Academy, a school full of warmth and purpose.

I take enormous pride in leading an incredible team of staff who are resolute and steadfast in their determination to improve the life chances of our young people and address educational disadvantage in our setting.



We are looking for like-minded individuals as we expand our team to accommodate growing student numbers. Having recently been rated as Ofsted Good, it is an exciting time to join us!

Our success to date is due to the fact we live and breathe our CARE values of Courage, Ambition, Respect and Excellence. These values help to determine our strong culture and create a climate in which every member of the school community is able to develop and improve. We are relentlessly positive and passionately care about the community that we serve.

Colleagues enjoy working here as we prioritise and build a sense of belonging. There is a calm and purposeful atmosphere around the academy, with high standards set for all aspects of academy life.

We adopt a 'work to live' mentality meaning workload is carefully considered with a range of common-sense initiatives deployed, these typically include access to wellbeing days and a sensible approach to flexible working. Our team buys into our philosophy of continuous improvement and benefit from the 'development over judgement' mantra. We realise and appreciate that staff are our greatest resource.

Other benefits for teachers include:

- Access to a fully planned and resourced curriculum
- No marking (other than assessments)
- Reduced teaching load as part of wider cover provision
- Centralised behaviour systems
- Named coach / buddy for all new teachers
- All Intervention and Enrichment included as part of directed time

I appreciate that I might be biased but this is a truly great place to work, and you won't regret applying. Come for a visit beforehand and see for yourself.

We look forward to meeting you soon,

Mr Simon Leach
Principal



Literacy Intervention Tutor

Hours: 17 per week, term time only (39wks)

Scale: Grade 2 Pts 3-5

Salary: £24,796 - £25,584 pa (pro rota)

Actual Salary: £9,799 - £10,110 pa

Start as soon as possible

If you are someone who is passionate about their job, enjoys working with young people and is determined to make a real difference to the children, then this could be the role for you.

OIEA is an inclusive Academy, we are seeking a committed Literacy Intervention Tutor to contribute to our ongoing drive to raise literacy standards across the school. Working with small groups of students in KS3 and KS4, you will deliver high-quality interventions that support improved outcomes and help students develop the literacy skills they need for future success.

As our Literacy Intervention Tutor, you will work closely with teaching staff and the Literacy Lead to identify students who would benefit from targeted support. You will play an important role in helping to close gaps in learning, boost confidence, and promote a positive attitude towards reading and writing. This role is ideal for someone who is passionate about education, enjoys working with young people, and is keen to contribute to raising literacy standards across the school.

We welcome applicants with qualifications relating to Behaviour Support, Emotional Literacy or with experience of working with pupils who have Special Educational Needs and Disabilities.

We are seeking to employ staff who have a thirst to develop young people and build teams committed to academic and personal development success. This is a fantastic opportunity to play a key role in influencing positive learning and life outcomes for our students.

If successful in your application, you will also benefit from being part of Ormiston Academies Trust, a MAT of 44 primary and secondary academies. The Trust's vision is for all young people to have access to the highest academic, social and practical skills required to achieve their full potential. OAT support all staff so that they can enhance and develop their professional skills whatever their role within the trust.

We offer a competitive package of benefits for our staff including:

- *A network of exceptional support staff, teachers, middle and senior leaders*
- *A supportive and collaborative working environment*
- *The opportunity to achieve career development through excellent CPD opportunities (at a trust and school level)*
- *Vivup – lifestyle saving, cycle to work scheme, car salary sacrifice scheme, and employee assistance programme*

Visit us online at: <https://mynewterm.com/jobs/137109/EDV-2025-OIEA-25322> where you can find further information and details on how to apply. Please note that CVs are not accepted.

For an informal chat or to arrange a visit please email kmeakin@oiea.co.uk who will facilitate.

Closing date for applications: Friday 20th February 2026

Interviews to be held – TBC after the closing date

Job Description

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Actual Salary: £9,799 - £10,110 pa

Hours: 17 hours per week, term time (39 weeks)

Responsible to: The Principal, working under the direction of the Assistant Principal for Quality of Education

Flexible working hours required within the core times of 8:30am to 3:00pm

Purpose of the Role

To deliver high-quality literacy interventions to small groups of students across Key Stage 3 and Key Stage 4, helping to improve literacy skills, boost confidence, and support students to make measurable progress.

Key Responsibilities

Delivery of Literacy Interventions

- Prepare and deliver structured literacy intervention programmes to small groups of students in KS3 and KS4.
- Complete pre-assessments to determine each student's starting point and post-assessments to measure progress.
- Adapt teaching approaches to meet the needs of students with differing abilities and learning profiles.

Assessment, Monitoring and Reporting

- Record student progress accurately using online tracking systems.
- Upload pre- and post-assessment scores and maintain up-to-date intervention records.
- Provide ongoing feedback to the Literacy Lead regarding student engagement and outcomes.
- Communicate with parents/carers to share progress and provide updates as appropriate.

Wider Responsibilities

- Work collaboratively with the Literacy Lead, SEN team, and wider teaching staff to ensure interventions align with whole-school strategies.
- Contribute to the school's commitment to improving literacy standards across all subject areas.
- Maintain a safe, positive, and inclusive learning environment.

Generic Staff Requirements

- Uphold the professional standards expected of all Academy staff when interacting with students, colleagues, parents/carers, and the wider community.
- Attend and participate in relevant CPD, meetings, and training.
- Apply all Academy policies consistently.
- Maintain a sound understanding of safeguarding and child protection procedures relevant to the role.
- Undertake any other duties commensurate with the post or as directed by the Principal.

Flexibility Clause

As a term of your employment, you may reasonably be expected to perform duties of a similar or related nature to those outlined in the job description.

Variation Clause

This job description will be reviewed and updated periodically in order to ensure that it relates to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the Principal/Manager in consultation with the postholder. In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible management reserves the right to make changes to the job description following consultation.

Fluency in English

The post is covered by Part 7 of the immigration Act (2016) and therefore the ability to speak fluent and spoken English is an essential requirement for this role.

Ormiston Ilkeston Enterprise Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The Academy's Child Protection and Safeguarding Policy can be found on our website: <https://www.oiea.co.uk/admin/wp-content/uploads/sites/21/2024/04/Child-Protection-and-Safeguarding-Policy-April-2024-1.pdf>

Suitability checks will be undertaken including two satisfactory references, medical clearance, Enhanced DBS check, including Children's Barred List, confirmation of qualifications, Prohibition Order or Interim Prohibition Order, verification of i.e. and of the Right to Work in the UK, Proof of NI Number.

Please see Person Specification on the next page.

Person Specification



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Essential Requirements	Method of Assessment A = Application I = Interview
<p>Experience/qualifications/training</p> <ul style="list-style-type: none">• Good general standard of education. NVQ Level 2 in a related area (Level 3 desirable), Level 2 in Maths and English• Effective written and verbal communication skills• Experience of working with youngsters• Willingness to undertake further training relevant to the post• Good attendance record• Relevant qualifications relating to behaviour support, emotional literacy or experience of working with students who have SEND. <p>Abilities</p> <ul style="list-style-type: none">• The ability to work effectively as a member of a Student Support Team• The ability to relate to young people and command their respect• The ability to gain the confidence of teaching staff and support their work in and out of the classroom• The ability to develop key teaching skills to enhance students' learning• The ability to work to targets against which student progress can be measured• The ability to remain confident, enthusiastic and positive and remain calm under pressure• A patient, encouraging, and supportive attitude towards all learners. <p>Special Knowledge</p> <ul style="list-style-type: none">• To understand some of the personal and emotional learning needs of youngsters• To have a good practical understanding of clerical and administrative skills <p>Commitment</p> <ul style="list-style-type: none">• Commitment to the school's values and principles, aims and policies• Commitment to developing the role of parents in supporting children's education• Commitment to the vision of the school.	<p>A</p> <p>A & I</p> <p>A</p> <p>I</p> <p>A & I</p> <p>A & I</p> <p>I</p> <p>A & I</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p> <p>A&I</p> <p>I</p> <p>A&I</p> <p>I</p> <p>A&I</p> <p>I</p>



Ormiston Ilkeston Enterprise Academy
King George Avenue
Ilkeston
Derbyshire
DE7 5HS

Tel: 0115 9303724
Website: www.oiea.co.uk
Email: info@oiea.co.uk

