

Person Specification- Literacy Tutor

Quest for Learning



Skills	Essential (E)/Desirable (D)
Excellent communication skills including the ability to communicate in a friendly and effective manner with primary-aged pupils and their parents/carers	E
Good self-management skills including the ability to self-motivate, meet deadlines, and organise own workload	E
Good written skills, including the ability to produce observational notes and formal written reports	E
Ability to professionally represent Quest for Learning within partner schools	E
Ability to work sensitively with disadvantaged pupils and their parents/carers	E
Ability to work sensitively within a multi-cultural setting	E
Knowledge	
Understanding of, and commitment to, the aims and ethos of the charity	E
Ability to encourage and facilitate parent/carer engagement with literacy	E
Understanding of, and commitment to, safeguarding principles and practice	E
Pedagogic understanding of early literacy learning	E
Experience of working with primary-aged children in an educational setting	E
Experience of data collection for analysis and evaluation	D
Experience of working with educational attainment targets	D
Qualifications	
Relevant professional education qualification (e.g. PGCE, BEd, EYPS)	E
GCSE English and Mathematics Grade 9-4 (A*-C) or equivalent	E
OSCB Generalist Safeguarding and Prevent training (to be completed prior to start date)	E
Other	
Commitment to working in a child-centred manner	E
Willingness to work flexibly in agreement with the charity and partner school(s)	E
Willingness to undertake relevant training as required by the charity	E

