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| **Job Title:** | NVQ Tutor | |
| **Line Manager:** | Head of Education | |
| **Line Manager for:** | N/A | |
| **Date Started:** |  | |
| **Overall Purpose of Job:** | | |
| To be lead on the delivery and assessment of the NVQ in Achieving Excellence in Sport to ensure that all players within the Professional Development Phase (u18s squad) complete and achieve the award to the highest possible standard | | |
| **Main Responsibilities:** | | |
| * To be overall responsible for the NVQ provision as part of the players apprenticeship scheme. * To deliver NVQ Achieving Excellence in Sports Performance to all apprentices on the scholarship programme * Assessment and submission of all NVQ work * To liaise with LFE with regards to the delivery of the NVQ programme to apprentice footballers * To regularly monitor the educational progress of apprentices and complete reports and reviews at the required intervals * To establish a good working relationship with both players and staff to ensure a holistic approach to development * To abide by all club policies including (but not exclusive to) Safeguarding, Equality and Health & Safety | | |
| **Experience/Qualifications/Training** | | |
| **Essential:**   * A1 Assessor * Experience of NVQ delivery * CRB check to be undertaken | | **Desirable:**   * Experience of teaching and working with young people (2 years) * Experience and awareness of a range of ICT applications * Experience of BTEC delivery * Experience of key/functional/wider skill delivery |