

Learning Support Tutors

(Ongoing) Vacancy



bigcreative.education



creativeworks.space



bcis.education



[report](#)

Welcome to Big Creative Training

We are an established creative sector training provider with over twenty year of experience in supporting education and work opportunities. Our mission is to develop talent, transform lives and create careers.

BCT run vocational study programmes, apprenticeships, traineeships and adult learning courses, also operating Creative Works and Big Creative Independent School.



BCT has over 500 young people per year enrolled onto creative courses. This includes our study programme, based at our Uplands House and Digital Futures campuses, as well as our apprentices, trainees and adult learners, who are based at Creative Works.

Big Creative Independent School is BCT's single-form alternate provision for 14–16-year-olds (where some have had negative formal education experiences). BCIS cover Maths, English, Science, Music and Media.

Creative Works is a co-working space in E17's Creative Enterprise Zone (CEZ), for local creatives and SMEs. Beyond providing offices, meeting rooms and studios, we host an events programme and offer members the opportunity to collaborate with local young through BCT's Apprenticeship scheme.

We work with over 100 creative sector employers and all sites are fitted with industry-standard studios and professional equipment.

Learning Support Tutor

(Ongoing) Vacancy

Essential Qualifications:

- Maths and English GCSE Grade 4/C or equivalent (Level 2)

Desirable Skills:

- Proactive team player with a positive outlook
- Keen eye for detail
- Good written and verbal communication skills

- Empathy towards a demographic with high free school meals rate and poverty levels
- Good understanding of the vocational frameworks regarding either music production/performance, media, games design, art/animation, performing arts or events management

Key Tasks:

- Promote learner attendance, punctuality and safety and wellbeing of young people
- Support with assignment brief comprehension for learners with barriers to learning

- Encourage student self-esteem and to take responsibility for their own learning
- Encourage learners to proofread written work, spelling, punctuation and grammar

- Record academic progress and positive behaviour notes on Arbor
- Feed into the learning support plans and half-term reports to ensure learner progress is reviewed
- Set weekly targets with learners to feed into their Individual Learning Plans (ILPs)

- Communicate with parents/carers on behalf of the tutor
- Assist the tutor to refine lesson plans develop personalised learning resources based on the needs of students
- Support the tutor during lesson delivery to ensure learners have an engaging experience that enables them to achieve their qualifications and progress

- Assist wheelchair-using learners to access WC facilities
- Invigilate exams according to learners' access arrangement needs
- Provide cover, as required, when staff are absent

Working for BCT offers a good work-life balance. This includes a flexible working approach, a friendly working environment and staff social events.

As many employees are active creative industry practitioners, BCT invests in the skill level of its workforce, by providing relevant training opportunities.

[BCT Culture >](#)

[International Work Experience >](#)

[Games Design Showreels >](#)

[Artist Development Programme >](#)

Staff Benefits

- Company pension scheme
- Employee assistance programme with healthcare cashback
- Bike-to-work scheme
- Developmental environment
- Career development opportunities and performance recognition
- Staff social events
- Interest-free loans for emergencies or professional development
- Free on-site lunches during term-time



“Leaders and staff successfully ignite young people’s enthusiasm for learning.”

Ofsted

Salary and Days of Work

- We are recruiting for multiple **part-time and full-time** roles
- Up to **35** hours across **5** days a week for **36** weeks per year (term-time only)
- This is a **fixed-term position** until the end of the academic year, with scope to become **permanent**
- Salary FTE **£27,300**
- The actual salary is based on hours worked, for example, 35 hours a week for 36 weeks a year is paid **£20,601.00**
- Start Date **ASAP**

How to Apply

You must be eligible to work in the UK (or possess a UK work permit) as this job is based in London.

Please complete the application form at <https://www.bctforms.com/bct-staff-application-form-p1/>

BCT is an equal, diverse and inclusive employer and welcomes applications from all communities. We are committed to safeguarding so successful applicants will be subject to satisfactory references and an enhanced DBS check.

We welcome industry professionals who wish to enter teaching, via the fully funded Taking Teaching Further scheme's qualification. This is 6 months of reduced timetable for training whilst receiving full pay and lesson cover.



**TAKING TEACHING
FURTHER**



What our staff say...



The staff get on well with each other and work together positively to benefit the organisation.

Lovely working environment with a supportive team and great students.

What our alumni say...



Not only did the college give us the tools and knowledge to succeed, they prepared us for life as creatives of the future.

Georgia



If it wasn't for BCT there's no way I would have become the person I am today. Thanks for helping me find myself!"

Amani

