

Role Title: Employer Pledge (Essential Skills) Tutor
Salary: £19 - £21,000 depending on experience
Based: St Mellons, Cardiff
Job Type: Permanent, full-time
Reports to: Employer Pledge (Essential Skills) Team Leader

T2 Business Solutions is one of the UK's leading training and coaching organisations.

Established in 1996, we have grown to become one of the largest business solutions providers in Wales and the South West of England – employing around 70 staff and supporting nearly 2,500 people through our client base of over 500 organisations.

We are looking for an experienced Tutor to coordinate and deliver the Employer Pledge programme in South East and South West Wales.

The Employer Pledge is a commitment by an employer to support employees who may have basic skills needs such as literacy, language and numeracy. This programme offers employers the chance to address those skills in their own workplace.

Key Responsibilities:

- Deliver bespoke Essential Skills Wales qualifications that meet the needs of both employers and learners, within agreed timeframes and contractual guidelines
- Effectively manage relationships with employers to ensure the programme is delivered to contract targets
- Develop materials and schemes of work
- Refine and develop courses in line with the training cycle

Skills & experience required:

Essential

Level 3 Certificate in delivering basic skills to adults (9375)

Excellent planning and organising ability

Effective relationship management experience

Excellent communication skills

Outcome focused problem solver

Strong negotiating and influencing skills

Preferred

Experience of assessing Basic Skills needs in the work place

Additional Information:

Full clean driving licence and car required
Enhanced CRB check will be carried out
The role will be office based with daily travel throughout South East and South West Wales

We are Investors In People accredited and are committed to equality of opportunity and diversity.

If you believe you have the relevant experience and the qualities outlined above, please send your CV and a covering letter to the t2 HR department by clicking on the tab below and following the application instructions.

Strictly no agencies.